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ABSTRACT

The American Historical Association (AHA) has been providing bibliographic services for its membership by reviewing the monographic literature in the "American Historical Review" (AHR), using a list of books the AHA receives, and employing its periodical current awareness service comprised of "Recently Published Articles" (RPA) and its spinoff, "Writings on American History" (WAH). Once historians could cover a field of study, defined by geographic and chronological limits, as a chosen specialization. Such specificity has become blurred by the growth of regional studies, comparative history, the interdisciplinary approach to history, and reconceptualization of historical inquiry. Because of the massive amounts of material to be surveyed; the complexity of designing search strategies using a myriad of methods, techniques, and tools; the rapid change in current information technology; and the aforementioned trends in historical studies, it is necessary that the historical profession re-examine the role of AHA and its bibliographic services. Of particular importance to information retrieval would be the study of language that historians use to describe and discuss historical phenomena. The production process for RPA and WAH is discussed in detail (with a flow chart) and 41 recommendations for change are made. The report emphasizes the need to convert AHA's effort with RPA/WAH into machine-readable, standardized formats for an accumulative, permanent database. Proposals by ABC-CLIO and Kraus International Publications concerning possible co-publication arrangements with AHA are given. A bibliography of 36 related items is included. (PPB)

ED312200

Bibliographic Services of the American Historical Association: Recently Published Articles (RPA) Writings on American History (WAH)

A Report of the ABH/AHA Task Force submitted to the Research Division of the American Historical Association, Spring 1989

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Bibliographic Services of AHA: RPA and WAH -
A Report to the Research Division by the AHA/ABH
Task Force on the Bibliography of History

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1.: Introduction: Bibliographic Tools and Services

There are many kinds of bibliographies, each with cardinal characteristics, benefits, and shortcomings. A brief overview of some bibliographic options is valuable, as is some background to this report, while considering in greater detail the committee's specific recommendations. While these options are described in the appendix, the first part of this report suggests a proper role for AHA and the general issue of the bibliographic control of the literature of History, and the second proceeds from the general context to more specific and detailed recommendations for *RPA/WAH* to fulfill the charge to this committee.

1.1: Background: ABH/AHA Collaboration

The American Historical Association has been providing bibliographic services for its membership since its foundation, and it continues to do so primarily through the reviewing of monographic literature in the *American Historical Review* (*AHR*) and listing of books received, and its periodical current awareness service comprised of *Recently Published Articles* (*RPA*) and its spinoff, *Writings on American History* (*WAH*). The latter publications are subsidized by AHA and are distributed to the AHA membership at below-cost discounted pricing. Even so, subscriptions have decreased, costs in production continue to escalate, and there has been increased concern in AHA that these tools need revamping. AHA executive director, Dr. Samuel Gammon, in cooperation with the AHA Research Division, had been exploring with the Association for the Bibliography of History (ABH), an affiliate of AHA, collaborative means to examine AHA's bibliographic services and tools, and to recommend changes to the Association's leadership through its Research Division. Previous beneficial collaboration along similar lines had occurred in the formation of an ABH *ad hoc* committee on History Bibliography chaired by Joyce Duncan Falk to recommend options and design considerations in the publication of a new *AHA Guide to Historical Literature*. The report "A Guide to Historical Literature and Other Issues in History Bibliography" (1987) forms a background to this report and recalls past deliberations of AHA Council, cites various recommendations since 1983 concerning AHA's involvement in bibliographic enterprises, and reviews the major bibliographic tools and services in historical studies. The coverage provided in that paper will not be repeated in this second report.

1.2: AHA Policy Formulation & Program Implementation

Whereas once historians could cover reasonably a field of study, defined by geographic boundaries and chronological termini as a chosen specialization, such specificity has become blurred by the growth of regional studies, comparative history, interdisciplinarity, and reconceptualization of historical inquiry that defies strict classification. In some fields where there is now only aspiration, there was once the expectation and real possibility of achieving a thorough command of published primary sources and survey knowledge of all relevant secondary literature. It was customary to consider a "core" literature to be assimilated in the preparation for masters and doctoral examinations, consisting of a relatively select list of authorities on one's subject. It would include a short-list of essential published sets, a road-map knowledge of archival sources, key monographs governing the mainstream of historical interpretation, a few seminal articles summarizing trends in the field and making significant original contributions to the distillation represented in monographic literature, and a judicious sampling of the rest of the literature, but scarce attention to tertiary sources and the reference literature that provide access to historical studies for the non-specialist. History was essentially book oriented, i.e., its main information dissemination mechanism was monographic publication, followed by a combination of conferencing (and adherence to the lecture methods in conferences as well as in the classroom) and serial publication in recognized journals. An historian could indeed "master" a field, feel comfortable about being "well read", and keep current by browsing a few choice periodicals and the new book shelves of his or her university library's acquisition program, and serendipity in the exhibits of national conferences.

Not so today; there is little hope of keeping pace with the mining of unpublished archival sources, the rapidly expanding volume of published documentation especially in microform, an already voluminous monographic literature that continues to expand geometrically, an explosive array of periodicals devoted to

increasingly specialized foci with citation patterns pointing to the breakdown of traditional conceptual "cores" of literature or the confines of any particular discipline, or the expectations to be a generalist in teaching and simultaneously a specialist in research. Moreover, pressures from outside History *per se*, as from librarianship and information science, as well as computer-literate students, expect more disciplined bibliographic knowledge of historians than ever before, in "bibliographic control" or ability to navigate cataloging rules, systems, and institutional networks to locate materials not conveniently at hand; in offline and online searching added to manual reference tools and techniques; and in cutting across disciplinary, cultural, and language barriers in information access and exchange. In 1986-87 there were over 6760 monographs in History published in the United States alone (and another 2500 in Great Britain) out of some 41,000 titles in the Humanities and Social Sciences and 87,000 titles altogether (140,000 with British books added). There were more than 4000 periodicals published which contain historical research. Libraries which used to be considered large in terms of volume count numbered 1,000,000; now the million figure is merely an entrance requirement for consideration as a "research" library. Our largest, "best" libraries contain 3-11,000,000 volumes, and our premier research libraries are bulging with 14-21,000,000 volumes. Moreover, they often contain bibliographic unit equivalents (BUEs, a concept similar to FTEs or full-time equivalents) in media and microforms more than double the number of physical volumes or collections in "book" formats. Some collections are augmented by 100,000+ volumes annually and serial subscriptions in some libraries number more than 50,000.

While the book is still the preferred packaging of information in History, more and more historical research is in serial publication, i.e., titles in series, works in collections, and articles in periodicals. This trend in combination with the aforementioned problem of mass, means that historians are increasingly unable to control their own literature in the old sense of gaining a comfortable command over it by reading it. Reading has had to become selective, and selection is increasingly dependent on bibliographic systems such as guides and catalogs, indexing and abstracting services, and personal intermediaries whether a colleague, a conference speaker, or an information professional (archivist, librarian, etc.); or selection is based on citations in other historians' footnotes, resulting in a certain inbreeding and often self-perpetuating cyclic citation patterns. Some searching is objective, being based on systems and criteria external to History *per se*; other information retrieval is highly subjective and personal. Both have their merits. But in either case History bibliography and document retrieval are highly interdependent activities, and "searching" is a significantly different task than "research" or the execution of analysis and synthesis after sources are identified and retrieved for study. Research, however, is dependent on searching, either resulting in skewing, bias in selection, or other problems in surveying and sampling such a mass of potential documentation and source material; or in time displacement, that is the consumption of so much time in searching that research is limited. Bibliographic retrieval is a task management problem: controlling time, directing effort, and confronting mass. Several studies of the historical profession suggest that these general reference skills are not well developed among History faculty in American universities and that although historians presumably know their own specializations well, they may not be familiar with modern information technology, new resources, and bibliographic techniques, to conduct their own searches efficiently, to teach such skills to their students, or to venture outside their sometimes overly narrow specializations.

The problems of the massive amount of material to be surveyed; the complexity of designing search strategies using myriad methods, techniques, and tools; the rapidity of change in current information technology; and the aforementioned trends in historical studies, require the historical profession:

(1) to insure the proper place of bibliographic instruction in the teaching of History;
(2) to facilitate historical research by creating tools needed by historians and their students for guidance by recognized authorities of novices into historical literature initially and of others across disciplinary boundaries and specializations;
(3) to maintain processes that gain bibliographic control over the continuing production of historical literature;
(4) to preserve and disseminate primary sources for historical research;
(5) to promote the cost-effective and well designed dissemination of historical studies through publishing and other means; and

(6) to care for the needs of History's clienteles including the professional historians, teachers, students, and the general public that consumes historical information in a variety of ways, from private reading to public media and in recreation as well as programmed study.

Each of these concerns deserves inquiry by a task force to examine the role of the American Historical Association and its services for the welfare of History. This current report, however, focuses primarily on the problem of bibliographic control of historical secondary literature through bibliographic services; and given the previous report on the AHA *Guide* project and the association's already established program of reviewing monographic literature, its attention is drawn more narrowly to periodical and serial literatures.

This focus cannot detract from the cardinal introductory point, however, that the **American Historical Association needs to articulate a coherent policy** toward bibliographic endeavors, to design a genuine **information system for its** purposes, and to act accordingly in delivering services to its membership, the **profession at large, and the discipline.** This would ideally consist of a variety of tools fitted into an overall strategy and design. The types of bibliographic tools which should be considered are reviewed briefly in appendix I which is a discussion of general premises in bibliographic scholarship and a short outline or typology of options in creating a bibliographic program.

1.21: Index of Serialized Publications

A practical, and timely index of periodical publications, as comprehensive as possible without sacrificing currency or escalating costs, for current-awareness service and citation verification. 1.22: Specialized, Updated Bibliographies

An inexpensive, convenient, bibliographic service within specializations designed more for personal than institutional use, as a scholars resource file, that is linked to the other four kinds of tools.

1.23: Comprehensive Indexing and Abstracting Service

A more select bibliographic abstracting service that would be less timely but more complete for the retrospective searching of periodicals and more precise information retrieval.

1.24: Reviews for Research, Teaching, and Collection Development

A review service to provide bibliographic retrieval of monographic literature through library catalogs, and to serve as a qualitative guide for collection development and research use.

1.25: General Guide Series to Secondary Literature

A select, general guide published periodically in updated editions, to serve as a tertiary resource in general reference, introduce non-specialists to specialized fields of historical literature, and distill from this vast literature an essential core, a basic selection, and a foundation for subsequent historical studies.

1.26: Primary Source Guides for Research

A bibliographic series devoted to primary source material within the specialized field of historical scholarship, that serves as a guide to primary sources, an explanation of research methodology, locator tools surveying archives and library holdings, etc.; to relate guides and bibliographies to service for secondary literature to at least a sampling of primary documentation.

The ABH/AHA task force recognizes that this ideal is beyond the scope of this current review, that the *AHR* serves some of the purpose in item 4, and that the *Guide* project addresses item 5 but only as another one-time effort and unfortunately one unrelated to items 1-3 and 6. It is critically important, however, to consider current awareness services and bibliographic control of ongoing production (item 1 possibly in combination with 5) as part of a holistic, comprehensive system. AHA may not control all of

these services (i.e., item 3 is served by private commercial enterprise), but it may serve as a coordinator and catalyst better than it has if it had a master plan and professional association policy, both working tools supported by an office for the bibliography of history. ABH may serve as a source of expertise and volunteers, but it is an independent association affiliated with AHA with equally strong association with SAA, ALA, etc. Moreover, as an organization it is still too small and weak to address the gigantic task of bibliographic control of historical studies without the support of the field's largest professional association. Indeed, the lack of an overall information policy by AHA and any financial support even for a single working meeting of this committee, has made this task very difficult. It is the unanimous opinion of this task force, however, that **AHA should continue to provide bibliographic service for its membership** and the field at large, as an inherent, integral part of AHA's mission and purpose. 1.3: General Observations and Premises

The history profession has not changed its mode of research or expectations to emphasize currency over comprehensive searching; nor has History as a profession in the United States emphasized the design of modern bibliographic systems relying on machine mediation for retrieval, i.e., so-called expert systems. Generally historians are suspicious of anyone other than themselves excusing discretionary selection. Consequently, historical bibliographic work tends to aim at the ideals of comprehensive retrospective coverage with a preference for citation retrieval through rather routine author/title searching. Abstracting is mistrusted as much as selection for coverage, on the same basis; and indexing based on abstracts is less trusted than retrieval of key word in titles. This is ironic because of the tendency of historical publishing to market a publication with a 'trendy' or 'catchy' title rather than a descriptive title - a trend that decreases the utility of titles for information retrieval. There is a corresponding tendency to have to rely on compound titles and subtitles for substantive key words; hence abbreviation short-cuts on some current awareness services do not work in history. Content indexing requires full reading to the point that abstracting is feasible, which slows the process and makes it labor-intensive and costly. Finally, content-indexing reviews creates serious problems for retrieval of original documents because reviewers are so free to introduce extraneous content and substitute personal vocabularies substantially different from the authors, so that such retrieval retrieves reviews more than the publications reviewed. 13 Finally among these general observations, few tools attempt to integrate all levels of documentation (primary, secondary, and textuary) and types of documents (original manuscripts, dissertations, articles, monographs, and series, etc.). Searching history bibliography requires multiple, overlapping searches in any one tool, and repeat of the same strategies in many tools. Perhaps this is why historian colloquially talk about "discovery" of relevant items in bibliographic searching, rather than working by search strategies and targeting areas where relevant findings are likely, i.e., "hits".

1.31: Changing Attitudes Toward Information Retrieval

History is a field that is rich in literature, documentation, and raw data, but which is relatively information poor in the low level of technology utilized and very conservative means employed to disseminate information. It is a labor intensive enterprise accordingly, and valuable research time is too often consumed in searching. Because an historian's time is not a valued commodity in the same way that labor is in other professions such as Law or Medicine, there has not been the drive among historians to produce an information service research support structure. The reliance on student labor for research assistance and the provision of librarian assistance without fees for services contribute to this, as does the conservative apprenticeship training mode in history. Historians control historical literature through very indirect means: an ill-defined relation with the publishing industry and the influence of use through reviewing and oral recommendation, but market manipulation even in academe is more directly influenced by librarian and acquisition programs in and outside academe by consumer trends than by historians themselves. Whereas many historians depend on guidance to their literature through informal societal contact, indeed offer social circles, and formal professional affiliation, the profession does not control its literature as directly as other professions do: *RPA* and *WAH* are an exception. There are more bibliographic tools and services produced by independent organizations and these have greater use than any systems sponsored by historical organizations. The value of any tool, including AHA publications, must be judged in the context of current expectations, what is currently available in the field, what is possible technically and financially, and projections about future options to satisfy more demanding

expectations. Several ingredients in an overall assessment of the information needs of the historical profession appear understudied. The first recommendations of the ABH/AHA task force are therefore directed at self-study. Others are related to instruction and a change in attitude and technical capibilities in information access. Finally AHA's program is discussed with specific recommendations for revamping *RPA* and *WAH*.

1.32: Historians: Self-Study

It is recommended that **the historical profession should sponsor self-studies and user-studies.** The profession has not assessed the information needs of its membership and practitioners except through descriptive methodology and general observation. But historians themselves are relatively unstudied - their work habits, searching ability and basic competence in library and archives use skills, working vocabulary and inbred language development, social and professional associative patterns, adeptness in foreign languages, and trends in historiography, that might predict future needs. Consequently the information needs of historians are not well-known. This lack of self-study inhibits the design of a coherent program of information services for historical studies.

Further study of historians and the production of historical literature is required to ascertain projected users for an information tool or service, and especially in designing a full-scale system. Such studies might include citation analysis within specializations of historical inquiry to determine a core literature, patterns in dissemination of historical information, the speed of diffusion and assimilation of historical research, and differences in attitudes and research behavior between different kinds of historians. Archives use studies, for example, sometimes check citations for references to original archival material to gauge use and impact of an institution's collections. Many of these suggest a decrease in the consultation of original archival sources proportional to increased production of studies and the number of historians publishing. Likewise there is some evidence to suggest that in American historical scholarship, even for fields dependent on the use of foreign-language sources, there is an over-reliance of English materials and a greater referencing to secondary critical literature than to primary documentation.

Other studies might attempt to use unobtrusive observation techniques of students using libraries and archives who are undertaking research directed by historians; sample tests on finding aids, search strategies, and tool design; language sampling to compare language usage in historical literature, common use in search operations, and the vocabulary of the tools themselves. These are simply examples of suggested research that would provide some basis for understanding historians as a user clientele; they aim at understanding behavioral preferences and the potential interaction between tools, services, and users that would affect design and adaptation.

The goal in such study is far more subtle and pervasive than simple marketing. If an up-to-date flexible information system were to evolve under AHA auspices, its functions, languages, and scope should adjust in accord with changes in the profession. However, History as a profession does not know itself very well; it is not self-contained and clearly delimited because it is syncretic; and it has not evolved very standardized forms of communication. This lack of self-analysis and monitoring by periodic assessment to generate a continuum of information about historians as a user clientele, denies informa-tion science a proper database upon which to build an information system.

1.321: The Language of History

Of particular importance to information retrieval would be **the study of historical language,** i.e., the language of historians to describe and discuss historical phenomena, as distinct from archaic natural language in general usage or historical linguistics and philology. For example, the use of modern national states for cultural-geographic desciptors may serve the purposes of modern political science but not historical research. How much consensus is there in historical literature, in the usage of historians, and in oral communications and teaching today among historians, in moving from modernisms such as 'France' to qualified terms like 'early-modern France,' 'medieval France,' 'Carolingian France,' or alternatively from 'France, nation state' to 'France, kingdom' and 'Frankland, Cardingian' and back to 'Gaul, Roman,' etc.?

Consider the variants in this one geo-political conceptual string to understand how unstandardized the vocabulary of historical discourse is in English or in any language.

Consider also the control achieved in creating a simple matrix of modern state names for geographical locators and crossed with numeric dating for chronological locators (e.g., sixteenth-century France = France, 1500s) and further qualification by direction for geography and decades for chronology (e.g., France, Northern - 1580s) for increasing precision. Such precision is exclusionary and it delimits generalized concepts. It also forces subordination, in this case of Normandy as a geo-cultural entity to a modern construct, the nation state. If one were to preserve the general historical region with a modern equivalent, cross referencing would have to be done in manual systems and other kinds of term coordination in electronic ones such as using the Duchy of Normandy as a synonym for 'France, Northern' when qualified by the appropriate periodization.

Historians use such term coordination and synonyms all the time in writing for variety and relevance to their readers, but they somehow resist using similar techniques in information storage and retrieval. They dislike the restriction of prescriptive language, standardized vocabularies, and too much direction in search strategies; in essence, they distrust systems because someone else predetermined the relevance of a citation by, as British catalogers say, their 'marking and parking.' If there were greater consensus in usage, users would feel comfortable with a system using standardized language. Alternatively, a system must accommodate a great variety in usage and terms without unworkable ambivalence and vaguity. However, if a standardized history vocabulary were used in an AHA-sponsored information system, professional usage would conform to the preferred terminology so that the system itself were not so expensive to implement and maintain as if it were to attempt accommodation of local usage, regionalism, synonyms, and translation between language and culture-bound concepts. This problem of non-standardized usage should be addressed by both the AHA Teaching and Research Divisions. In any case, historians have not yet done the groundwork in terminological consensus needed to establish a holistic information system that cuts across specializations in the discipline. Meanwhile such work is being done in literature by the Modern Language Association, in art and architecture history and description by the thesaurus project sponsored by the Getty Trust, and in science and technical areas by Infoterm, etc., so that historians in leaving historical term banks developed, may have already fallen so far behind that their descriptive vocabularies will be dictated from outside the profession. The task is formidable, but it needs to be addressed. 1.33 The Profession's Purview

AHA should develop an office for information services not only **to coordinate the production of bibliographic tools** for the profession, but **to stimulate and direct research on the process of historical inquiry**, searching, and research; on professional demographics; or the linguistic characteristics and vocabulary of historical thought and discourse; and on rules of evidence and the reliability of edited primary sources in published form - that is, the range of bibliographic scholarship from the evaluation of documentary evidence and documentation studies to the applications of information science to the historian's craft.

Given the modest staffing of AHA headquarters in Washington, D.C., and very limited space, this office might be detached, as in the case of the *AHR* editorial offices being elsewhere, to serve a coordinating oversight function instead of actual production. Moreover, given the multi-disciplinarity of such research, such a center might be located better at a crossroads where there is already an interplay between history, archives, library, and information sciences - perhaps at a university where graduate programs already permit the simultaneous, integrated study of History and Library/Information Science. Then it might be possible to relate such terminological and systems research as suggested here, with the actual production of the bibliographic tools needed by the field. It could be a clearinghouse for bibliographic projects such as nuclear project sponsored by ABH at Georgetown University (directed by Prof. T. Helde). This National Registry database prevents duplicated effort and encourages collaboration, and the reports at annual ABH conferences in projects provide a forum for the exchange of ideas and techniques to improve products before publication. This is a good example of some of the groundwork prepared by ABH for subsequent collaboration with AHA in moving toward realization of some of the recommendations in this report.

If such a center were to coordinate AHA sponsored projects, cooperate with commercial publishers interested in the bibliography of history, and channel grants and contracts for such projects, the ideal would be to build databases of historical criticism (reviews), bibliographies, and indexes, etc., to evolve sophisticated computerized information tools that could result in online information services, offline CD-ROM products, spin-off publications (note, manual spin-offs from electronic information bases, not the other way around - an important distinction), consulting services, and a teaching center. The potential effects of such an enterprise on the profession and discipline of History are truly spectacular. Although this recommendation for AHA consideration is larger than the scope of the immediate task of this committee in considering the future of *RPA* and *WAH*, it is consistent with the proceeding recommendation that AHA establish a holistic policy and program for the bibliographic control of historical literature. Both set the foundation and control for any contemplation of a retrospective select Guide or comprehensive current-awareness bibliographic service. The AHA should not continue to treat bibliography so haphazardly and each project as unrelated to the other. If the Association considers the *Guide*, *RPA*, and *WAH* together with a projected development of a coherent policy and expanding program, its deliberations about these tools will be elevated significantly than if its historians continue to think traditionally about producing just another book or about bibliography as mere list compilation. This ABH-AHA committee encourages such broader vision and bolder initiatives.

2. *RPA/WAH* Review and Recommendations

The Status Quo

After reviewing the background and surveying several options, (Appendix I), both in types of bibliographic tools and in scope of program and intensity of endeavor, it is the opinion of this Committee that *RPA* and *WAH* should not be considered separately from the *Guide* (Appendix II). Although the ABH committee that formulated recommendations for the *Guide* did not have the opportunity to contribute further to the deliberations of the Research Division in preparing the AHA grant application to fund the *Guide*, we recommend that AHA consider the following:

(1) making the taxonomies of the *Guide*, *RPA*, and *WAH* congruent;
(2) making their indexing and headings coterminus; and
(3) coordinating their typographic coding.

The Committee further recommends that AHA explore the possibility of coordinating the production aspects of the *Guide* with the other AHA sponsored bibliographic tools (*RPA* and *WAH*). This coordination would involve sharing equipment, avoiding redundant work, providing access to established communications, establishing consistency in editorial styles, and developing authority control, etc. Cost distribution over two or more projects would make each more cost effective. Coordinated marketing and distribution would facilitate sales of each project.

Finally, the Committee unanimously recommends that the AHA continue its sponsorship of *RPA* or a similar publication under another name, as an important service to the historical profession. Once this commitment is reaffirmed, AHA should undertake a thorough revision of this service and product, along the lines recommended in the report, to improve them and to move toward electronic dissemination, in addition to manual publication through a variety of means. Versatility and diversity go together in this case, and require that AHA come to grips with its policy and program development for the bibliography of history.

2.1: *RPA/WAH* Current Production

To solicit reviews, criticisms, and recommendations from ABH/AHA committee members, the current production process at AHA headquarters was studied by:

(1) a site visit to AHA headquarters
(2) interviewing the editor, Cecelia Dadian;
(3) review of samples of all paperwork in the process from contributor citation steps to the final product;

(4) analysis of recent sample products;
(5) review of costs and the general budget for *RPA/WAH*;
(6) critiques gathered from reference librarians; and
(7) construction of a flow chart to diagram the whole process.

Four reactions were received from the six committee members, two of which were detailed, thoughtful reviews. Other input was solicited from Kraus publications because of its role in producing *WAH* as a spin-off from *RPA*, and from ABC/Clio Press because of its publication of the major index/abstracting services in History and repeated effort to cooperate with AHA (Appendices 3-4).

2.11: *RPA* Status Review (ISSN: 0145-5311; LC: 76-648505)

RPA has been produced for thirteen years, three issues per annual volume, by one editor and an associate editor; Cecilia J. Dadian and her assistant, Laurie S. Hulbert. All committee members have expressed admiration for their work, indeed, amazement that they have brought this tool to such a high proficiency given its production method and skeletal staffing. It is recognized that Dadian's services are irreplaceable, certainly at current compensation and levels of office support. The committee expressly acknowledges her valuable contribution to AHA through *RPA* and in no way are critical observations to improve *RPA*, meant to detract from her ability and accomplishment. On the contrary, this committee salutes her for this service and recognizes the difficulty to be faced by AHA when her editorship ends. They have worked with twenty section editors, for sections in the following order:

1) General and unclassified
2) Ancient
3) Medieval
4) Modern Europe General
5) Great Britain, Commonwealth Ireland and Canada
6) France
7) Spain and Portugal
8) Low Countries
9) Northern Europe
10) Germany, Austria, and Switzerland
11) Italy
12) Eastern Europe
13) Soviet Union
14) Near East
15) Africa
16) East Asia
17) Southeast Asia
18) South Asia
19) Latin America
20) United States

Each section editor breaks down entries into categories by headings ranging from chronological periods in sections devoted to countries, to counties in sections defined as large cultural geographic areas, and in some cases not at all consistent from section to section, categories are subject oriented. The twenty editors survey ca. 2018 titles (not 4000 as claimed by AHA) for *RPA/WAH*, but not with annual regularity or total consistency (see Appendix II). Their work should likewise be commended; because of their conscientious efforts the AHA publications have displayed recognizable quality and utility despite the relatively non-elaborate support structure in the Association's bibliographic programs.

The sample volume 13 no. 1 (spring 1988) had 199 pp., ca. 40-45 entries per page in double columns, i.e., ca. 7500 entries per issue or 21-24,000 each year. Entries consist of:

(1) author entry, surname first, followed by initials or first names and middle initial entirely capitalized (name entry practices are inconsistent within section and from section to section)(eg. p. 115 Iazlyeu, Ch.; Miloo, L.V.O.; Polansky, Patricia; Popovich, Nikola; Ruble, Blair A. in one column, four different forms of entry.) Most editors cite authors as they appear in journals carrying their articles because name authority control has proven impractical. While this practice has sufficed for manual tools, the resulting inconsistency will not allow reliable collation of articles by the same author in an automated search. The investment of time in name authority control is essential for the conversion of *RPA* to a usable database.

(2) article titles provided in full; editorial insertions are within brackets. Titles are romanized but the transcription standard is not specified. Some titles are translated, but consistency in this practice is not obvious. In some cases the English translations, sometimes more paraphrasing than direct translation,

appear without the original; in these instances an editorial note is added in brackets; i.e., [in Romanian], meaning that the actual citation is in fact not reproduced and the resulting inconsistency can lead to problems in document retrieval (e.g. as in using such inaccurate citations from *RPA* for interlibrary loan verification).

(3) journal titles are italicized and they are altered, omitting articles, conjunctions, and prepositions; proper names are spelled out except for countries; a list of abbreviations used appears in the front matter of each issue. These, however, are themselves problematic because some abbreviations are mere truncations of all Romance derivatives to a stem or root, eg. *an* for 'anales, annalen, annaler, annali, annals, annua, annuaves, annual annuarium,' and 'anuarul,' so that users must retranslate titles to restore full-titles for their citations. Other abbreviations are acronyms, and the formulations of abbreviations are highly idiosyncratic, as in the case of state names where instead of using U.S. postal standard two-letter abbreviations, some are first and last letters (eg. Va = Virginia), others are first initials (eg. N.D. = North Dakota), and some are initial truncations (eg. Mass = Massachusetts), all capitalized, while foreign state and city names can be either case when truncated or in adjective form (eg. oster = osterreichish, but AM = American). The whole scheme lacks consistency.

(4) citation data consisting of volume and date qualifiers in parenthesis (sometimes issue number, sometimes month, sometimes neither one, but always the year), followed by a column and pagination by range.

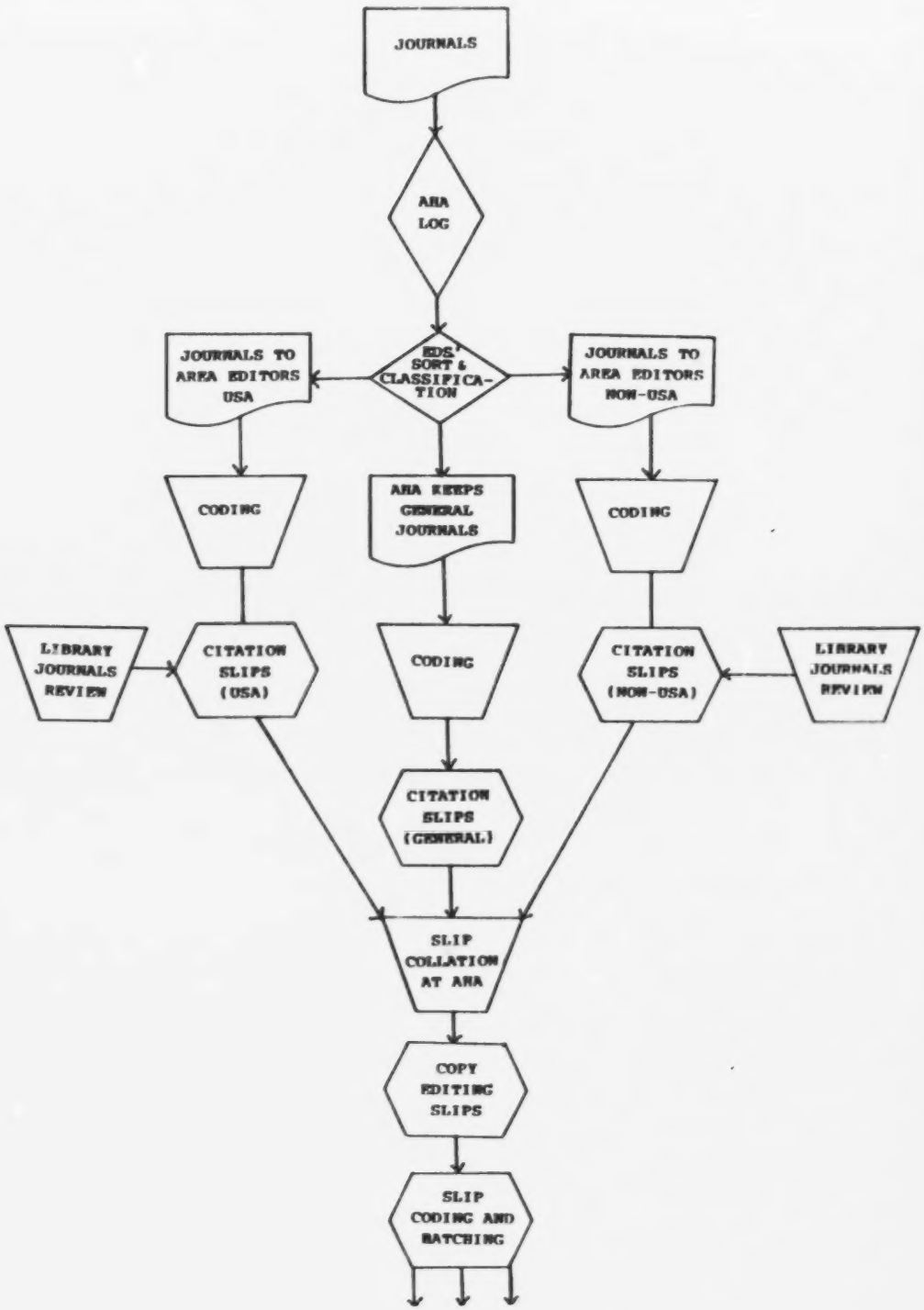
This format is not clearly identified and is unconnected to any AHA-style sheet or interpretative rules for the assignment of data elements, data entry, or variation, so that the lack of authority control has resulted in grave inconsistencies. Preface materials are almost lacking; not only is there no guide to data entry or formatting, there is not a complete list of journals indexed in each issue so that RPA's coverage is exactly known. Indeed it varies from issue to issue, volume to volume; this detracts mightily from its utility as an index for institutional use. Note also that conventions used in *RPA* are not all used by *AHR*, although the citation formats follow similar style. *AHR* does have a style sheet for the preparation of manuscripts, but the consistencies of formats between differing AHA publications suggests that the AHR stylesheet is not an AHA standard. The *AHR* guidelines might be scrutinized for bibliographic soundness before consideration of adoption as an association standard.

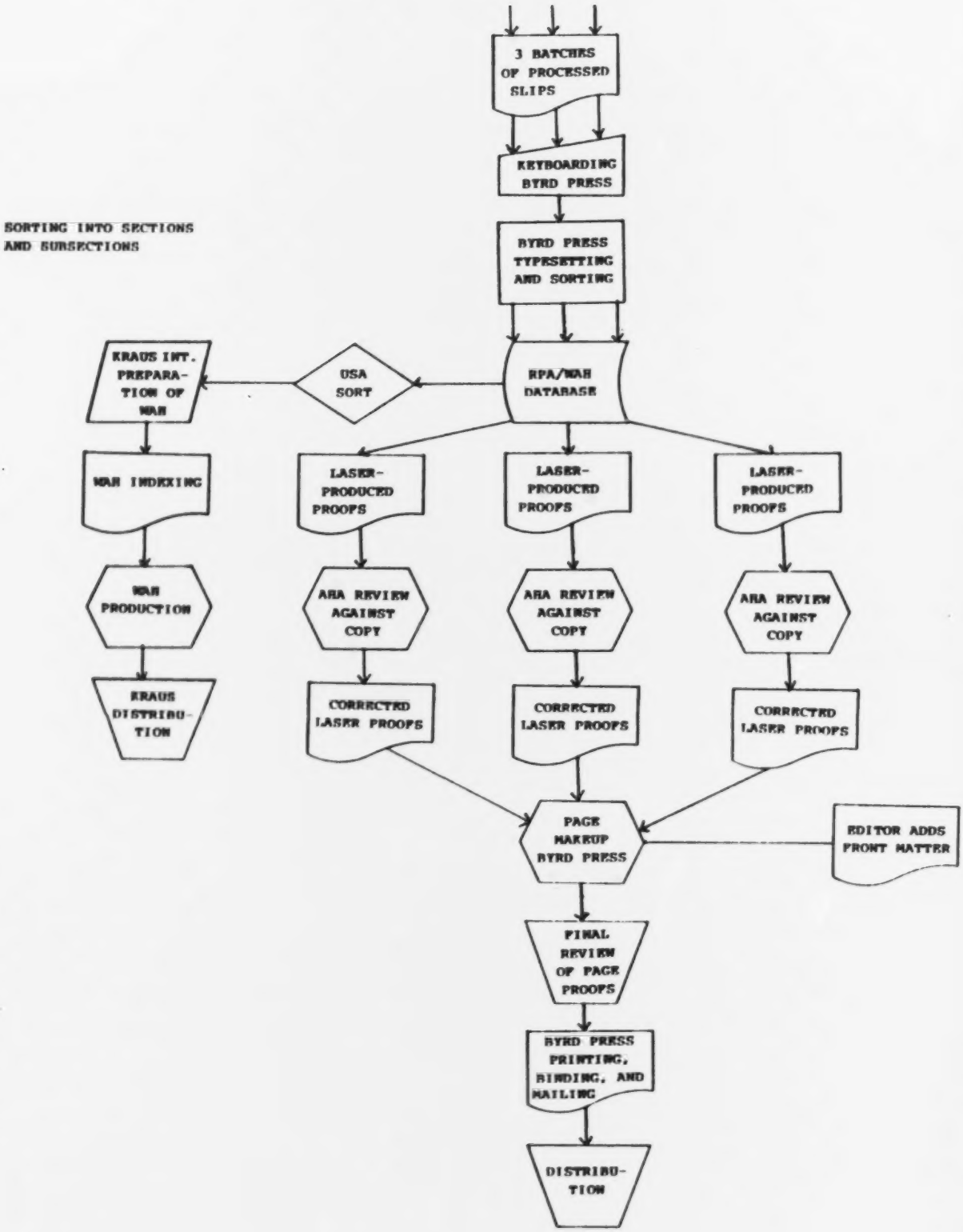
The physical volumes are printed by William Byrd Press in Richmond, VA and are mailed by the printer with labels of subscribers supplied by AHA. Current charges are $8/issue to AHA members and $10 to non-members and institutions; and $20/volume annual subscription by members, $28/volume for non-members and institutions. The subscription rates present a savings of $4/year and $2/year respectively for members and non-members. There are no bound volumes available or annual cumulations. Searching *RPA* requires users to go issue by issue through the series, and because the Table of Contents of each lists only section headings, subsections or categories by country, period, or subject, must be found by flipping pages. Italicized running heads of the pages repeat the *RPA* title on the verso and the section title on the recto; the subsection headings are capitalized insertions after one line spacing within the columns of citations. Bold face is not utilized, only 8 point romans and corresponding italics. Entries align name entries in capitals and indent slightly the rest of the citation in running series of data elements separated by periods. External margin is 2.0 cms; the internal margin is 1.9 cms. Paper quality is not specified, either for opacity or preservation standards. Issues are perfect bound, that is a fan adhesive without sewing or stapling the textblock; and are paperbacked with spine labeling of dates, title, publisher, and issue numbers. The back cover is a mailer; the front cover design carries the spine information but not in the same order. The issue examined seemed to wear well, although the covers do no support the issue to stand upright on a self. They open well and the ample gutter margins and flexible binding withstand moderate photocopying use. The rebinding of issues into volumes by library (Class A oversewing for periodicals) looses some of the flexibility because the back edge must be trimmed and oversewn one-third into the gutter margin.

The editorial production of *RPA* is a complicated process that is flowcharted for clarification.

PRODUCTION OF
RPA/MAB

AREA EDITORS
KEEP JOURNALS
SENT TO THEM




3 BATCHES OF PROCESSED SLIPS
KEYBOARDING BYRD PRESS
BYRD PRESS TYPESETTING AND SORTING
SORTING INTO SECTIONS AND SUBSECTIONS
RPA/WAH DATABASE
USA SORT
KRAUS INT. PREPARATION OF WAH
WAH INDEXING
WAH PRODUCTION
KRAUS DISTRIBUTION
LASER-PRODUCED PROOFS
ARA REVIEW AGAINST COPY
CORRECTED LASER PROOFS
LASER-PRODUCED PROOFS
ARA REVIEW AGAINST COPY
CORRECTED LASER PROOFS
LASER-PRODUCED PROOFS
ARA REVIEW AGAINST COPY
CORRECTED LASER PROOFS
PAGE MAKEUP BYRD PRESS
EDITOR ADDS FRONT MATTER
FINAL REVIEW OF PAGE PROOFS
BYRD PRESS PRINTING, BINDING, AND MAILING
DISTRIBUTION

Journals are assigned and routed to section editors who keep them there after; they prepare citation slips and assign codes from a pre-established *RPA* classification scheme. The editorial office collates slips by section, class, and within these alphabetical order by author surnames. *RPA* costs about $90,000 a year to produce; about half of that cost is editorial labor (section editors are paid $20/page or ca. $44,000/year), computer and printing costs (about $19,000 each) are the other big expenses. Postage ($5,500) can be expected to increase. Central office support costs are minimal. Subscriptions have fallen from 3500 to 2200 with a corresponding decrease in revenues to circa $63,500 and lower so this bibliographic operation must be subsidized from AHA's Madison Fund by at least $24,000 annually.

Slips are copy edited and batch processed for key boarding at Byrd Press. There is no strict relationship between the dates of articles cited in one batch process for an issue as distinct from another. Citations are included as received. Thus in Spring 1988 citation dates range from mid-1985 through spring 1987, although most fall between the last quarter of 1986 and the first quarter of 1987. A few citations fall back to 1981 through 1984 (eg. p. 174) for difficult areas to cover such as publications from India. The lag time in production is 4-6 months, so coverage is one to three years behind and up to a decade for journals difficult to acquire or which are themselves being published late. Not only is there no control list of journals covered all of the time, inclusion criteria for what enters *RPA* varies widely from section to section and between issues. Areas such as Africa invade the field of anthropology liberally, while Soviet Union section embraces international politics and hence political science. Archeology and art are covered for ancient history but less and less as the period becomes more modern.

Coverage has shifted within *RPA*; in 1984 it was criticized for its lack of coverage of the Ancient Near East and Oceans and deficient coverage of Southeastern Asia. A more recent study of the balance between geographic regions suggests that Africa remains well covered, perhaps overly represented compared to other areas, since the Near East remains under represented, but Southeast Asia is now covered more than is Latin America. Spain and Portugal seem likewise under-represented. However, the available statistics for area citations in *RPA* issues have been compared with those of other areas, not a determined universe of what is actually available. The same study checked distribution of citation by foreign languages to discover that very few studies about the U.S. in languages other than English are picked up by *RPA* editors. Language correlation with the area's dominant language is naturally high, and *RPA* tends to cover English language studies about non-English speaking areas better than studies in any language about an area outside its cultural boundaries. Hence, for example, historical literature in Russian about non-Soviet topics is not very well covered. Linguistic balance is a combination of coverage by the editors and changing production by authors, so checking citations within *RPA* and not these against external authorities is problematic when drawing conclusions about the tool's thoroughness, timeliness, or balance in selected foci. However, it seems that the more difficult the area is to cover, which when done well is a unique asset of *RPA*, the less likely it is well represented geographically, by language, and with currency.

Current coverage for U.S. history is very good; samples from 1987 indicate only 6.2% of the citations listed are for articles in print more than one year (i.e., pre-1986), but then went up to 11.5% for 1987 articles indexed in 1988; 20% of Latin American articles cited fall outside the one-year citation goal and 3.4% of th 1987-88 citations were printed before 1985. Similar delays in coverage were recorded for nearly 50% of East Asian citations, of which 20% in 1987-88 were for articles published in or before 1985. Lag time in receipt of materials and untrustworthy publication dates account for much of this problem.

2.12: *RPA* Overlap

The coverage of *RPA*, as noted, is inconsistent from volume to volume, and is incongruent between sections. In addition to this concern, because *RPA* attempts to cover all of historical writing and to include specialty journals, even regional and local history, it necessarily overlaps with other tools devoted to special coverage. Examples include national historical bibliographic works and subject-oriented tools, eg., historical bibliography and the history of libraries (but not archives) is served by the *Annual Bibliography of the History of the Printed Book and Libraries* (The Hague 1970-), an international collaboration under the auspices of the International Federation of Library Associations; or Latin America is covered as

a whole and country by country by the *Handbook of Latin American Studies* (1938-). These examples indicate overlap in coverage and point to possible avenues of cooperation, but subscriptions to many of the specialty books tend to be institutionalized.

There is also overlap with general tools, such as *L'Annee Philologique* (Paris; 1926) for ancient and classical studies; the *International Medieval Bibliography* (1967-) for the Middle Ages; and *Historical Abstracts* (1955-) for past -1450. European and New World history. All sections and categories of *RPA* appear to be covered by these tools, but lack of funding for the ABH/AHA task force did not permit study of overlap with these tools. The overlap between *RPA* and *Historical Abstracts* (*HA*) was studied, however, by securing the journal title list for *RPA* in standard ASCII format on floppy disks. These were sent to ABC/Clio for computer collation with the title control list for *HA*. That process itself revealed some of the difficulties with *RPA*'s lack of name authority control for its journals. The ABH/AHA task force thanks ABC/Clio President Ron Boehm for supporting the study and covering all costs, and to Jeffery Serina for his execution of the machine-readable files collation and screen-by-screen comparisons, resulting in an intelligent, observant report (See appended ABC/Clio report.). If a title index were to be generated for *RPA*, all titles would have to be standardized first. The problem in collating *RPA*'s title with a more standardized database is the same for all users who, for example, relate citations gleaned form *RPA* with serials titles in library catalogs and union lists to find locations. Of the 3018 journal titles included in *RPA* at one time or another, 1305 appear in HA and its counterpart *American History and Life* (*AHL*). The overlap could be as high as 43.2% therefore, if both tools consistently covered the titles in their respective lists.

What about the 56.8% or 1713 titles that do not appear in both lists? The ABC/Clio report suggests that *RPA*'s titles not covered by *HA/AHL* fall into the areas of: (1) contemporary history, especially of the Third World; (2) local history outside Canada and the United States; (3) ancient and medieval history, especially where history interacts with archeology, classics, and philology; (4) social sciences, law, and politics outside the U.S. and Canada because of *RPA*'s eclectic inclusions and precisely because coverage is not controlled by a tight definition of History; and likewise (5) cross-over from History to the general humanities outside the U.S. and Canada, including literary or text criticism and religious studies as distinct from a strictly defined church or institutional history.

This overlap data are far from conclusive and this study should be considered preliminary rather than exhaustive or final. It points to the need for further study of the kind suggested in part 1 of this report.

2.2: *WAH* Production (L.C. 75-22257)

WAH is essentially an annual accumulation of the U.S. section of *RPA*, augmented by dissertation titles reported to AHA and by foreign section editors who voluntarily but unsystematically provide relevant citations for articles on U.S. history as they survey their titles. It is also edited by C. Dadian, assisted by James Dougherty, the U.S. section editor of *RPA*, and by Arnold Price. The direct participation of AHA staff in section work is an anomaly. The sample volume examined was for 1985-86 copyrighted and published in 1987. It included 10250 entries from 535 journals 'consulted in the past year', and many of these date to 1983 and 1984 and a few as far back as 1981 (#1697).

After Byrd Press prepares typeset, and sorts page proofs for *RPA*, it does a U.S.A. sort of its electronic database. This is supplied to Kraus International Publications in White Plains, N.Y., the publisher of *WAH* by a separate contractual arrangement with AHA. Kraus breaks the citations for American history into more specific categories and incorporates the aforementioned added citations into its sorting. *WAH*'s Table of Contents is therefore more detailed than *RPA*'s and Kraus enhances *WAH* in several ways. First it prefaces each volume with a text of journal titles cited, filed by *RPA*'s abbreviated form, with the full title provided in parallel columns. Second, the citations themselves are blocked without indentations, and with more space added between entries. Thirdly, citations are numbered consecutively so the added author index can refer to individual citations rather than pages. But because the citations themselves derive mainly from dumps of the *RPA* database, the problems noted in data element consistency in *RPA*

also appear in *WAH*. Kraus publishes *WAH* in approximately the same page layout as *RPA* except that because of the author index, pagination is moved to the bottom of the pages and the running heads at the top are in roman capitals with each page's range of citation numbers in square brackets. The inner margin is smaller, outer margins remain the same, and the gutter margin appears decreased because of the hardback binding. Paper quality is not specified but appears whiter and more opaque than that used for *RPA*. The alignment of citation numbers to the right of each column gives the illusion of justification, so that the appearance of *WAH* is more attractive and open than *RPA*. This appearance is enhanced by the hardbound cover in blue, complete with end papers. The binding is sewn through the folds of signatures as in standard book binding rather than class A oversewing used for larger sized periodicals and indexes; and interior folds of each signature are glued to add protection for the threads. Binding covers are plain treated cloth over boards with gold-tooled spines with labels of the title and inclusive years of coverage, and AHA and Kraus as co-publishers. The spine and title page omit volume numbers and an ISSN even though these are titles in series; they are published as annuals.

2.21: *WAH* Status Review

WAH suffers from most of the same defects as RPA but as mentioned, is an enhancement especially in appearance, an index, and a more specific taxonomy. The latter provides justification for the added subtitle: "A Subject Bibliography of Articles." But this is still far short of subject index. The broad categories follow classification often used in curricular articulation: standard chronological periods, geographical areas, specific subjects, social history, the public world, comparative studies, Western or frontier history, oral history, quantitative studies, and genealogy. The assignments of some codes reveal some of the assumptions of historians, as in classifying historical bibliography citations under the history of literature rather than bibliography. In the coding and resorting of *RAH* entries for the production of *WAH*, citations may be placed in more than one category. Thus the 10250 entries for the 1985-86 volume contain considerable duplication. For example, R. Joseph Anderson's article on archives collection policies adjusting to trends in social history appears twice, once under 'Bibliography, Historiography, Methodology, and Source Guides,' and again under "Demography, the Family, Social Structure, and Professional Groups." Multiple citation numbers behind authors' names in the index therefore do not indicate multiple publications in the period surveyed, but instead the multidisciplinarity of their studies.

Because the coverage of *WAH* overlaps totally with *RPA* the latter is its own competition. Overlap with *American History and Life* is greater than for *RPA* because *AHL* pays more attention to U.S. and Canadian local and regional history than *HA* does for areas outside North America. Moreover, because the *WAH* excludes the dump of Canada because the latter citations are embedded into the *RPA* section on Great Britain and the Commonwealth, *AHL* is more complete for U.S.-Canadian subjects or for such cross-the-border studies *RPA* has greater utility than *WAH*.

While the tighter taxonomy of *WAH* produces greater precision in searching, it also forces double-entry of citations to create alternative subject access points. The citations themselves do not indicate their duplication, however, so the user is not referred from one category to the other. The indexing is, therefore, still fairly limited - but it is better than no index at all. Finally note that users picking out a citation from the bibliography must still refer to the journal title list to complete the citation.

While dissertation titles are added, there is no real check in consistency or coverage, so searches would still have to check *Dissertation Abstracts* and special compilations for History for thorough surveys. Analytics from collected works briefly listed in the *AHR* are not automatically added to *RPA* or *WAH*.

2.3: Recommendation for Change

If AHA continues its production of these as manual tools, the following concerns might be considered to improve them in this form.

2.31: Premises and Definition

1. **Retain emphasis on *RPA/WAH* as a *current*-awareness service, concentrating on speedy** production and dissemination first, and only thereafter on more comprehensive coverage but not at the expense of timeliness. Specify this goal in a preface statement to capitalize on this feature and to position these tools in the marketplace as distinct from more comprehensive retrospective tools like *Historical Abstracts* and *America: History and Life*.

2. State in the preface the projected 'turn-around' time, i.e., **guarantee currency at least within one year of an article's** appearance, **that its citation would be available through AHA's service for** all relevant articles in core titles. This would mean the article's indexing in the *RPA* issue immediately following the appearance of journal title's most recent issue.

3. Provide a clear, **concise statement of scope** in keeping with a brief statement of purpose. This maybe to index first all historical literature produced in the U.S.A, then a second priority, third, and so forth, by area depending on reliability of publishing schedules, postal services, etc..

4. Define the exact **relationship of the master index, *RPA*, to *WAH* and** any spin-off **publications** so users and prospective buyers can discern different uses and values in subscriptions to obviously over-lapping tools.

5. **Relate this current-awareness service to all other AHA-sponsored** bibliographic products and **services**, such as the *AHR*, the projected *Guide*, etc.. Put each tool into the perspective of an AHA policy and coherent program of information services.

2.32: Content and Access

1. **List 'core collection' titles** that the service will index completely, always, in the most timely manner possible; and add to this second priority titles that will be covered but not with the same guarantee of currency as core titles, and perhaps a third class of occasionally indexed titles or those surveyed regularly but which produce only occasionally relevant citations. Continue to place in current issues relevant citations from journals not covered closer to their publication dates, but these delayed, latter added citations should never be for first or second priority titles.

   Regularly evaluate the core list of titles and modify it as journals change in scope, regularity, and scholarly merit. Consider subscribing to the core list centrally, or arranging publisher exchanges and gift subscriptions for indexing; prepare basic indexes from the tables of contents as received and supply these data electronically to section editors offline by diskette, online dial-up access, or telefacsimile transmission. This would insure priority, quick return indexing for the priority list.

2. Keep the scope loosely defined so that the aforementioned title list can grow; **retain flexibility**. As journals establish a pattern in publication cycles and distribution, re-assign them in priorities for *RPA/WAH* coverage. Section editors in recommending titles for coverage should provide justifications and critiques of the added journals.

3. Articles in **regularized periodicals should remain the top priority for *RPA/WAH* indexing;** followed by analytics of collected works such as essays or articles in proceedings, festschriften, etc.; then thesis and dissertation titles only if currency can be maintained in such expansive coverage. Whenever articles in a volume are analyzed and indexed, append to the list of journal titles the book titles included and use a conventional reference to these full-title entries that is consistent with journal title referencing.

4. In the syntax of a citation **note any difference between actual vs.** nominal dates **(i.e., dates of** publication printed on the journal and actual dates of release).

5. **Adding monographic titles** within the classified index only if this can be arranged with efficiency so that book titles available appear long before reviews. This can be accomplished by subscribing to the profile services of major jobbers (Baker & Taylor, Yankee Book-peddler, Ebsco, Blackwells of North America, etc.) and coordination with the *AHR* books-received operation. If such added coverage would slow *RPA/WAH* production or make its size unwieldy, collect the titles in a database to be combined selectively with *RPA/WAH* citations for the production of subject-area, specialty guides.

6. It is **not recommended that book reviews be indexed**, but it might be possible to identify book titles *to be* reviewed in *AHR* if monographic entries are included in the current-awareness service; and to note those already reviewed, perhaps with reference to *AHR* in the production of retrospective or specialized derivative products. Cooperation with the *AHR* and other journals could provide titles and content listings for collected works, festschriften, thesis, and dissertations, not usually reviewed, but which could be indexed in a timely manner.

7. Continue to **produce a classified bibliographic index, but revise the** taxonomy **of** *RPA/WAH* classifications to systemize the syntax of each heading and method of geographic and chronological delimitation. Aim at greater congruence between sections. Either deliberately explode a field such as U.S. history for more comprehensive coverage and priority-one indexing with more detailed classification, or aim at balance based on specific criteria such as (1) a judgment of relevance to the users the tools seek to serve, or (2) the estimated volume or number of citations expected to be generated within a section and its subsections based on past indexing and the number of titles in the master list falling into any one section. Clean-up the section headings and standardize them to produce a genuine classification scheme, rather than merely accommodate a variety of intradisciplinary usages. Subordinate such usage to standard subject-headings for the sections and subsections. It is recommended that such a revised classification scheme be adopted as well for the *AHR* and recommended to other major reviewing organs in the historical discipline, although not all would have to adopt usage at the most detailed levels.

8. **Re-arrange the ordering of sections** in *RHA*, leading with U.S.A., pulling Canada out of the Great Britain and Commonwealth category, so that Canada and the U.S. sections are together; proceed either to Luso-Hispanic America next; or go to Great Britain and Commonwealth. and then Europe, relating Luso-Hispanic America to the Iberian coverage; then proceed to Euroasia and the Soviet Union, Asia, and Africa. Consider color section dividers at the beginning of each continental or cultural-linguistic overview class, in addition to the national and regional headings, and subheadings. This would facilitate use in bound volume form.

9. Follow *WAH* in the **creation of an author index** of all citations, either for each issue with an annual cumulation, or for only an annually cumulated index. Consider five-year cumulated master indexes as separate issues of the tool.

10. Likewise **create title indexes** to articles by the first key-word in the original title if in English or to the English translation of foreign-language titles. Adopt a standardized orthography for English titles, presumably one available in spell-checker and phrase-checker wordprocessing software.

11. **Produce subject indexes** to supplement the limited subject access provided by classification. Initially limit indexing to key terms in titles, but attempt clustering of concept terms under classification headings. As such indexing develops, use accumulated indexing and frequency of occurrence to gauge the feasibility of standardizing descriptors, term coordination, and moving toward language control and the construction and maintenance of a thesaurus for the machine-readable version of the tool. Although subject access should be considered a high priority, this is a labor intensive proposition that may have to be postponed until a more formal structure is devised.

2.33: Systematization and Presentation

These technical considerations need to be worked into a system by technical advisors to the editor, not the AHA Research Division Committee.

1. Review the *AHR* stylesheets and practices in citation formatting for *RPA/WAH*. Make them consistent and **produce a single AHA style** convention; **follow this in all AHA-sponsored** publications.

2. **Simplify capitalization** in citation construction, limiting the use of capitals to proper names and the first key-words in titles. Subsequently the capitalization code might be used to retrieve automatically indexable terms from title-strings. This will also reduce frequency of key-boarding errors and speed input by decreasing shifting by operators, and make scanning operations possible with fewer errors.

3. **Translate all foreign-language article titles** into English within parenthesis immediately following the title transcription. Likewise, the master list of journal titles should have a parallel translated title list. Translations should attempt literal parallels to identify key words and phrases for indexing and retrieval in online environments.

4. Assign **identification numbers to all citations**, following *WAH* where numbers are assigned specifically; use a convention of double ID numbers, eg. *RPA/WAH* = 012/014, or if *RPA* numbers need expansion for *WAH* use a decimal series expansion technique, eg. 012, 013 for *RPA* and 012.1 for a title citation inserted after 012 for *WAP* which did not appear in *RPA*. Indexing should reference these citation identifiers. Cumulated indexing reference should be to volume, issue, and citation ID, eg., 13:2-012 would translate to vol. 13, no. 2, citation 12. In this way reference could be made retrospectively to both bound and unbound volumes and issues. The citation itself will also include date of appearance and pagination, eg. 13:2(1987), 1-10. [Cit. no. 12].

5. Insure that all **collation data** are provided consistently for complete references. If dates may be used instead of issue numbers, but each collation element should include data in every syntactical unit: i.e., 2:2(1988), 1-2. translates vol. 2, issue 2, published in 1988, pages 1-2. Whatever the stylistic convention adopted, quarantee consistently accurate locater information in the collation string.

6. **Revise the abbreviation list** totally to insure accurate reconstruction of titles, and unilateral substitution, i.e., each abbreviation should mean only one thing. Eliminate guesswork. This means going to fuller transcription of titles and reducing the use of abbreviations. Do not confuse abbreviations with truncations and acronyms. Current practice is highly irregular and cannot be automated unless it is first standardized and secondly systematized. Produce two guide lists, one for genuine abbreviations; and a second one for acronyms. If truncation is used, specify the rules governing this process.

7. **Expand the preface** matter as suggested under 'Premises and Definition' including a master list of core journal titles covered. Establish title-authority control over this list, including references between title changes.

8. **Standardize author-name entry and establish authority control** over the author index. Place surname first with standardized spelling and capitalization for sequential filing (i.e., do not subordinate Mc under Mac, hyphenated compound names are treated as one unit, etc.), followed by either initials of first and middle names or spelled-out first names and middle-name initials. Enter all author names consistently. File by authors. Distinguish between functions other than authorship by editorial qualifiers, all standardized abbreviations, eg. (ed.), (comp.), etc.. File non-author name entries after article titles, before journal titles. Authority control may be achieved by

creating a "czar" in the person of the editor who subjects all submissions to a pre-tested authority file, or a more distributed model having section editors create authority lists on diskettes which are annually collated and refined for the next year's use.

9. **Reformat page design** of *RPA* to resemble *WAP*, more open spacing, altered margins, and larger headings. Eliminate full capitalization of author entries but consider 1 pt. size differentiation of author names and that of the rest of the citation. Retain italicization of journal titles. Use periods between data elements, i.e., author entry. article title. journal title. collation data. Notes. Citation ID numbers should be justified flush-right in each column, to avoid confusion of scanning alphabetized author surnames that are top flush-left.

10. **Bold-face and enlarge point size of headings**; keep subheadings bold but with smaller type. Consider type face differentiation for column headings, and running heads, distinct from citations. Retain Romans for the citation text, but consider appropriate *san serif* display type for the taxomony and headings.

11. **Retain the size of the current publication** for continuity in binding and shelving, but consider redesigning the paper cover of *RPA* and the hardcover of *WAH* to relate the two visually and produce the same spine label information for each. Strengthen the cover paperstock of *RPA* and paper quality. Both should be printed on durable paper meeting NHPRC standards unless *RPA* is reduced to a 'throw-away' fascicle publication and durable annual cumulations. Then the quality of the issues themselves might be compromised to balance savings with replacement cost. This alternative publication strategy, however, is not considered feasible.

12. **Market *WAH* in a paperbound**, less expensive version for private use.

13. The three-issues per year seems satisfactory although institutions prefer biannual or quarterly subscriptions to regularize claims. Consider **publication of cumulative indexes** to move toward a fourth issue. Otherwise retain the issue frequency to satisfy currency needs and the bulk limits needed for work flow in production and economy in publication.

2.34: Production

1. The **production** of *RPA/WAH* requires **streamlining**, modernization, and the adroit use of information technology - hence AHA's investment in personnel, training, and equipment. The flowchart and proof copies supplied by the editor indicate that all entries are re-entered three times before conversion to final machine-readable form for prepublication processing: (1) citation slip preparation by section editors; (2) citation proofing, correction and input in the editorial office and at Byrd Press; and (3) galley proofing and corrections at Byrd Press; and for the U.S. citations re-manipulation by Kraus for *WAH*. Automation is crucial to provide (1) efficiency in one-time keyboarding; (2) power in data manipulation; (3) telecommunication links between the editor and section editors; and (4) development of a database resource.

   It is suggested that section editors **control bibliographic teams to break up the quantity of work** done by each so that time can be transferred to quality at the citation-selection level. Rather than have a single AHA editor proof all entries, perceive of the editorial role as coordinating work through policies, procedures, monitoring, sampling and spot-checking, and controlling work flow. Move the initial proofing responsibility to section editors, who in turn must share their survey work among several subject specialists.

2. Have **citations encoded on form sheets** that segregate data elements; prepare authority-control guidelines for consistency in transcription, translation, and complete data entry. This can be done manually by printing code sheets, or by creating a template for computer use. In either case have entries collated in PCs by section editors and transmitted to the editorial office electronically, online or by dumps to diskettes. Integrated section files should be proofed locally by the standard

spell-checkers for English, and in common foreign languages spell- or phrase-checkers for French, German, Spanish, etc.. Each section by languages written in non-Roman scripts should use a prescribed transcription system, preferably in conformity with Library of Congress preference to create consistency between AHA citations and the national bibliographic database. Consequently the editorial office should collate data entry from pre-coded, pre-proofed files created at the section level.

3. Citations should be coded. Keep their data elements segregated for various computer sort routines that can move citations as units of information, but can also search and retrieve data elements by tags rather than full-text searching or for markers. Markers might be used within data elements, as in the case of noting indexable terms within titles for sorts into subject indexes. Collated citations sorted into sections, subsections, and alphabetized in each, should be sent in machine-readable form to a printer for computer-assisted publishing. There are many database management systems that can manipulate bibliographic entries and no-cost shareware can do simple indexing. The cost is a central hard-disk workstation, IBM compatible, using standard ASCII code. Copied shareware or proprietary software bought with a multiple user license for multiple copies at prices discounted from standard pricing, should be used. Citations in English delivered in manual form may be scanned, coded, and entered into the database in the editorial office. Simple database managers may be employed, like PC-File+. If scanned, submissions must be typed by specified quality standards for legibility; and production on laser printers may provide an alternative mode of data transmission. Foreign languages and scripts present major obstacles, however, to inexpensive solutions. Titles can be coded rather than entered in each citation manually, and can be added through 'find and replace' routines drawing upon an authoritative title list. If the section databases were submitted in PC-File+, for example, the master database could be manipulated by RBase, dBase, or several others including bibliographic packages like Bibliofile, Personal Bibliographic Software, etc.

   A **master workstation** would require a configuration such as a 286-based microcomputer with a large hard-disk drive (eg. Zenith ZSF-248-80 priced ca. $3400). Such a machine needs 1 MB of RAM (random access memory), a 3.5" high-density floppy disk, an 80 MB hard disk, a VGA color monitor, an MS-DOS 3.X operating system, and an extended keyboard. For proofing, scanning, etc, the workstation should also have a laser printer to produce near camera-ready copy (eg., the Hewett-Packard Laserjet Series II could be purchased for $1500). Scanners cost from $1500 to $15,000 plus investment in optical-character-recognition (OCR) software (ca. $400-$2000 range but top-end scanners usually come with software included). If a simple program like PC-File+ were used, each bibliographer would need a package at ca. $69; more expensive software is available; multiple purchase licenses are often negotiable (especially if discount for AHA were tax deductible contributions-in-kind). Master database management software like dBase and RBase run $500-$800. There is also an array of more specialized bibliographic software from which to choose, including free shareware. Editors might want to use portable scanners when lifting citations from printed sources, and lap-computers for convenient data input to avoid double-entry and manual copying. The choice of hardware and software should follow determination of basic needs and the redesign of *RPA/WAH*.

4. The editorial office can consider a **"desktop" publishing** set-up perfectly justifiable for reader-reference tools, fascicles and issues for personal use, etc.. Such setups as Ventura software, Pagemaker, etc., are options. Bitstream fonts and font creation software add flexibility. The advantage of working with a local workstation is the ability to design spin-off or derivative tools, to experiment with inexpensively produced pilot series before engaging in mass marketing, and sometimes to move production to the camera-ready stage to a setting where labor is less expensive (eg., non-urban areas) or labor is especially trained (eg. universities). Production sites in univer-sities may be able to tap into already established centers for academic computing and contract support services or have them contributed. Exploration of a variety of options is likely to produce cost-savings to offset the added cost in producing improved tools.

5. The above arrangement can be done independently or with contracts to commercial publishers, dividing up the whole process into any size from retaining control of production inhouse, subcontracting of off-site centers, and using a publisher only for mass production and marketing; for marketing and distribution only; or any combination. AHA might solicit proposals from a variety of interested publishers (University Press of America, Kraus International, ABC/Clio Press, Scholarly Resources, Greenwood, Oryx Press, etc.), study these, prepare bid specifications and release these for fair competition. Note that the choice is not between two extremes of inhouse production or subcontracting the entire job to a commercial publisher. Instead there is a spectrum between these extremes allowing for a variety of accommodations between AHA and one or more contractors. *RPA/WAH* production combined with *AHR*, *Perspectives*, etc., that is AHA's entire publishing program, create even more possibilities and more leverage in designing a contractual network - indeed, one that could be tapped by affiliate associations of AHA in the same way that state agencies can use state contracts for purchasing goods and services. Again, a systematic approach is recommended rather than piecemeal production.

2.35: Marketing and Distribution

1. AHA should concentrate on servicing its membership at discounted prices for quality tools for personal use, and should turn over non-AHA subscriptions and institutional acquisitions to a commercial jobber or publisher. AHA should not subsidize the latter. Pricing should be differentiated accordingly, with inexpensive paperback tools for individuals, and institutional hardback copies at institutional pricing. Consequently AHA should attempt to hold the prices at current rates plus adjustments with the cost-of-living index, but institutional subscription prices can be increased substantially for *RPA* and slightly more for *WAH*, preferably at the advent of the improved version of these tools.

2. Frequency (cf. 2.33 recommendation 13) at three issues per year for *RPA* seems reasonable to continue but the method of production will influence work flow decisions so once the former decisions are in place, frequency can be re-evaluated. As mentioned, indexing would add bulk, and cumulation also has implications for frequency. Consequently a quarterly publication might be considered by first adding an index issue, and then by restructuring the annual series later as the tools evolve.

3. *WAH* could be enhanced by the merger of Canadian with USA entries. But consider reversing current practice; produce *WAH* as an inexpensive paperback spin-off for specialty, individual use, and RPA as the master suitable for institutions, in hardback.

4. Create other specialized paperback tools like *WAH* for (1) Ancient History and Classics, especially because *L'Année Philologique* is a cumbersome tool, comprehensive and not timely, and is oriented toward institutional use; (2) Medieval History, to compete with the *International Medieval Bibliography*, an unattractive, limited tool disseminated now from Leeds rather than the University of Minnesota where it began (and can be used to update the G. Boyce *Bibliography* published by Kraus); and (3) a series of early modern-modern compilations by region and country as defined by a revised *RPA* taxonomy. These can be produced inexpensively in saddle-bound paperback fascicles, so as not to compete with the master hardbound *RPA*. The modern issues would compete with other tools such as *HA* and *AHL*; their success would depend on accomplishment of the improvements recommended here, timely production for currency, inexpensive pricing, and marketing through organizational memberships (i.e., medieval through the Medieval Academy; historiography and bibliography, etc., through *ABH*; Iberian through Society for Spanish and Portuguese History, etc.). AHA should make more use of its 'umbrella' nature and prestige to promote its own bibliographic services.

5. After the distribution of current awareness issues, AHA should be willing to allow publishers of other bibliographic tools serving History to retrieve citations to add to retrospective tools, i.e., would ABC/Clio be interested, for example, in scanning *RPA* for the insertion of citations only

for local and regional history, where *RPA* indexing could produce a modicum of access albeit short of key-word retrieval or SPINDEX access to *HA/AHL* abstracts? If so, assist in alternative distribution methods for the sake of the discipline.

6. **Market AHA sponsored tools aggressively** to the library and archives communities, museums and history centers, government information agencies, etc. by sponsoring instructional workshops at their conferences, advertising in their publications, and reciprocity in database development. Consider, for example, the overlap in cultural and intellectual history with the history of literature, art, religion, etc. Target potential user clienteles, and if not the bibliographic service altogether, promote spin-off, specialty tools from the AHA database. Engage in user education.

   The relatively low profile of *RPA/WAH* on AHA's agenda is partially responsible for the relative failure of these tools in the history marketplace. Bibliographic information access should be central to AHA, not a peripheral concern to be treated casually or as an unwanted burden. The Association does not seem to grasp how this service, with product diversification as recommended here, could change old habits, create new patterns of research, and enhance the teaching of history.

3: Future Directions

The foregoing recommendations in production and distribution suggest a **direction toward a genuine information retrieval system for historical** scholarship, **product diversification and customization for** special clienteles, and versatility in information dissemination.

3.1: Product Versatility: Offline

The **spin-off publications** suggested, although they are now perceived as serialized book formats, can be distributed in microforms for retrospective access, and subscriptions to floppy-disc services for individuals, and CD-ROM diskettes for institutions. But to disseminate a machine-readable database of value will require major clean-up efforts, standardization, and what in the library world is called 'retrospective conversion' in cataloging. The improvements implemented in ongoing production and publication need to be made to the already existing product, back to 1974, and beyond if bibliographic coverage were extended back to the services embedded in the old *AHR*. This would be a major project, and one that should be undertaken, but not at the expense of current coverage. This might be (1) a grant-funded project, or (2) a contracted project with a commercial publisher funded by shared profits. In such cases copyright should be retained by AHA to protect the intellectual property of the database and it should be handled like a set-term concession. The goal would be to prepare customized database for research fields to do distribution on floppy discs for individual use; CD-ROM distribution to institutions as an alternative to hardback subscriptions; and online access.

3.2: Retrospective Conversion

Consider the **retrospective conversion of the *RPA/WAH* database** for the creation of specialized retrospective tools by AHA or in conjunction with a commercial publisher. These might be made available in alternative formats such as microform editions. This recon-project is crucial if AHA were to mount an online service and a cumulative, comprehensive database.

3.3: Online Access

The viability of the *RPA* database for online and offline access lies in the **authority control achieved in standardizing data and indexing provided for retrieval. Subject retrieval would be absolutely necessary.** Once cleaned and indexed, *RPA* could be made available through DIALOG or BRS, but DIALOG already has *HA/AHL*. Retrospective *RPA* coverage would be attractive to DIALOG only because it is broader than these ABC/Clio products and its indexing and classification might present different access points.

3.4: AHA's Role

In conclusion, AHA has a great variety of choices. This committee's examination of *RPA/WAH* reveals substantial problems requiring modification of the *status quo*. But rather than merely improve a traditional product, there is now the opportunity to revise the whole product, and in that process, AHA's posture, policy, and programs in bibliographic services.

AHA can attempt to produce an enhanced manual product; create customized related products, or develop new ones, either by assuming the production role for itself, or by seeing its proper role as a comptroller, quality control, and sponsor, separated from the mechanics of production and even the information processing in database development. It can opt for a centralized editorial and production center, a distributed system, or a contractual arrangement removing the process from AHA work altogether.

This ABH/AHA task force recommends that the inhouse production, distributed model, and contract options all be explored. It is unanimous, however, in recommending **AHA's continued sponsorship of** *RPA* or a similar service under another name, and once that commitment is reaffirmed, that AHA undertake **a thorough revision** of this service and product to improve them and to move toward **electronic dissemination** in addition to manual publication through a variety of means. Versatility and diversity go together in this case, and this requires AHA to come to grips with its inadequate policy and program development for the bibliography of history.

Finally, this report cannot emphasize too strongly the critical need to convert AHA's effort with *RPA/WAH* and its reviewing mechanism into machine-readable, standardized formats for an accumulative, permanent database -- as one committee member stated succinctly: "making *RPA* the focus of what it really needs to be -- a permanent record of the literature of the historical profession."

Appendix I

Typology of Bibliographic Tools

There are important distinctions between types of bibliographies and related kinds of reference tools. Briefly noted for discussion are the following.

1.: Bibliographies - General Typology and Options

1.1: Historical Bibliography

Historical bibliography is the history of books, writing about books, printing, publishing and the book trade, etc., as a scholarly pursuit, usually in narration format. The term does not imply the production of a bibliography as such, but history based on bibliograhic scholarship and study of bibliography. This field is most developed in literature studies, especially text criticism, and within library science in the case of rare books and manuscripts specialization. It is curiously neglected in History largely because of the nineteenth-century assumption that primary sources were manuscript and unpublished. The concept of primary, secondary, and tertiary sources has become far more sophisticated in the rules of evidence, but historians have clung onto older notions, largely untested, connected to the physical document because their documentary critical skills evolved from Biblical textual scholarship and medievalist methodology. Hence the so-called "auxiliary sciences" of history embedded into turn-of-the-century classification schema where historical bibliography was placed under criticism in literature while paleography, sigliography and those specialties increasingly thought of as codicology were subordinated to Classics or History. Such bibliographic study is based on primary sources - original witnesses in physical, artfactual form. Because the attention of this report is on secondary literature, the specialized subfields of historical bibliography need only brief mention, primarily to call attention to the lack of the kind of bibliographic scholarship in AHA's programs - and indeed, the lack of adequate development of such bibliographic scholarship within History especially in the American tradition, except for the recent crosscurrents between literary studies and History influenced by the 'histoire du livre' movement.

1.11: **Codicology** is the critical examination, and authentification, and historical tracing of manuscript codices, parallel to diplomatics for uncodified manuscript documents, and to analytical bibliography for printed materials.

1.12: **Descriptive bibliography** is the detailed reconstruction by established methods of analysis, of a book as a physical artifact; it is akin to anatomy in its scientific approach, and can rely on analytical chemistry and a variety of high technologies for examination.

1.13: **Analytical bibliography** relates descriptive bibliographic evidence to the historical content of production of a book, a series of books, etc., to inter-relate internal and external evidence.

1.14: **Critical bibliography** relies on descriptive and analytic bibliography to interpret the content of a book and to engage in textual criticism, as when demonstrating that a compositor's error introduced alterations in a text's transition that could have affected substantial changes in meaning and interpretation.

1.15: **Forensic document examination** focuses primarily on the artifact and communication technology for the authentification of historical documents. A noteworthy example is the multi-disciplinary research on the shroud of Turin using pathology for blood text, chemical analysis, radio carbon dating, various photographic techniques, fiber analysis, and radiographic and microscopic analysis. Given the recent rash of manuscript forgeries ranging from the Hitler diaries to the infamous Salamander letters,

and the increased number of false imprints in circulation, as well as new technologies allowing less detectible interpolation and increasingly unstable bases for modern media, historical training requires a forensic component in critical bibliograhpic scholarship much more sophisticated than what is given to most history graduate students.

1.2: Bibliography of History

In contrast to Historical Bibliography, the **Bibliography of History** is the compilation of bibliographies and bibliographic study of the secondary or interpretative literature of historical scholarship, and of tertiary or reference resources that influence the access or lack thereof, to secondary and published primary resources. Whereas Historiography is presumably based on bibliographic foundations in the same way that textual criticism relies on descriptive, analytic, and critical bibliography, it is parallel to Literary Criticism but focuses on historical writings. A non-scientific survey of bibliographies of recent studies in history suggests that the historical profession seems to abhore or simply ignore self-study; there are few studies of historical scholarship or the profession based on the bibliography of history. Studies from Walter Rundell's *In Pursuit of American History* (1958) to subsequent critical appraisals of the history professorate's lack of rudimentary knowledge in general bibliography and library reference, all reveal grave shortcomings in the profession's attitude toward and ability in bibliographic endeavors which in turn influence teaching and research. The AHA has paid scant attention to such matters, in keeping with its lack of a coherent program for bibliographic studies and services to the profession. The Research Division's current attention to the bibliographic components of History is indeed welcome.

1.3: Laic and Professional Bibliographic Concepts

Although the conventional wisdom of Macles is still relevant in bibliographic endeavors, the fields of reference service and tool design of which bibliographic compilation is a part, has developed into a comprehensive field far more diverse, complicated, and sophisticated than realized by historians many of whom still regard bibliography production as mere list-making.

Historians like scholars from other disciplines often feel competent to design, write, and publish reference tools without ever having studied reference processes, services, or the comparison of tools. The field is replete with poorly designed reference tools, bibliographic explicative such as encyclopedia, and lexicographic, as well as superb and creatively designed works, which too often lack critical review with History as a profession and discipline. Yet bibliography is not a discipline so cohesive that there is uniformity in usage in English or any other language, about the typology of bibliographies or the interplay between bibliographies, indexes, abstracts; nor is there consensus about the distinctions made within such subfields as indexing. The lay person using such reference tools, for example, may be unable to explain the difference between abstracting and extracting, how this relates to recall and precision in searching because of the translation play between a superimposed modern descriptive language over the original in the first case and the conscious effort to retain original language in the latter. The one system prefers modern usage and descriptive grammar, considering usage by the projected user clientele; the abstractor relates an original to an intended audience while condensing a work into an abstract, retaining only select words of the original to capture whole concepts in single terms and to identify key words for subsequent retrieval through indexing. Whereas a precis goes further into translation than abstracting, extracting refrains from translation and forces searchers to translate between modern usage even to archaisms. This brief excursion is meant to illustrate the refinement necessary in using certain tools, since these design considerations influence information retrieval; but more, it suggests the expertise required in the design of bibliographies and other information tools, and especially for the implementation, management, and maintenance of information systems. It is the larger point that has special significance in AHA's deliberation about its current bibliographic publications which do not now constitute an information system and which may not evolve as systematic tools if they are not properly engineered.

Generally there are as many kinds of bibliographies as there are bibliographers, but within the information field there is a trend away from *vademecum* tools or those customized around the idiosyncrasies of personalities, and an attempt to have certain kinds of bibliographies serve well defined functions.

Very few machine-readable reference tools have been designed from scratch, so to speak, for the instant fluidity electronic media affords. Most were not the automation of a database but were computerized in the sense of having been electronically converted as though being mechanized after conceptualization and materialization as manual tools - usually in book formats. Technological innovation in the information field is an evolutionary process, very conservative, because it is dependent on users and hence human adaptability and education for change. Information tools tend to glide from one level of technology to another, i.e., from segregated cards to integrated books, to sets and series, to ongoing assembly-line productions highly mechanized and standardized before conversion from script to type with dissemination alternatives such as the current replacement of book indexes by online access to production files and now off-line access locally to compact-discs (CD-ROM). Historians have been very traditional in information research habits and among the most resistent to change, so it is understandable that tools produced by historians for historians have been very traditional. However, since the advent of the online public access catalogs in many libraries and discovery of the benefits of wordprocessing, there are enough historians using computers for production and information retrieval to warrant exploration of modern technology to produce and disseminate bibliographic services for historians.

Consequently, less attention will be paid here to the various kinds of printed book bibliographies, than to a few overriding design principles and broad types of bibliographic compilation regardless of manual or electronic form.

1.31: Comprehensive Bibliographies

These are exhaustive listing up to a cut-off date, with as wide as coverage as possible, indiscriminating in assessment of quality or utility, but with complete citations for reference and verification work. Such works are no longer viable; they are superseded before completion, and thus cost outweighs their usefulness when considering alternatives such as union catalogs that attempt to control monographic literatures of all disciplines, including serial titles (but not control listings or 'analytics'). They cannot be comprehensive and current or ongoing; comprehensive means retrospective by implication. Moreover these tools seldom have adequate indexing for subject retrieval and their taxonomies or classification systems governing internal arrangement are usually trapped in time by changing termini, whether geo-political (e.g., countries' names), or geo-cultural, chronological (e.g., differing periodization and evolving consensi), or descriptors or subject-headings (translation between languages, replacement of prescriptive by descriptive terms). Most comprehensive bibliographies have aimed only at monographic author and title access, without content indexing, analytics, or very good authority control. The ABH/AHA Committees for the guide project and ongoing bibliographic control both have avoided recommendation of a comprehensive bibliography.

1.32: Enumerative and Classified General Bibliographies

Enumerative bibliographies simply list citations for retrieval by a single ordering system, often by alphabetization. Even then differing filing rules will alter such alphabetic ordering. American libraries use the *Anglo-American Cataloging Rules*, codified into the *ALA Filing Rules*; but machine-readable filing by, for example, ASCI code, differs, so that file orders of the same catalogs, one manual or card and one electronic and online, in the same institution, will differ. This is also the case when comparing manual bibliographies which too often do not identify their ordering principles and filing rules to alert users to subtleties in their use. A common space-saving device for creating correspondence between an index or any referral to a citation without using the main entry which is dependent on filing rules and

orthographic consistency, is to number each citation. But the term 'enumerative' refers more to the sequential filing by some ordering principle, alphabetic or numeric, or to some combination, than to simple numbering.

Classified bibliographies may use enumeration in subsets of the compilation but order these sets as aggregates of citations according to a schematic arrangement external to the citations themselves, i.e., subject schema, splitting author from title entries, chronological or geographical arrangements, etc. A taxonomy is a pre-designed schematic of classes or categories in which to deposit citations; the ordering principles governing the arrangement of classes may not be the same as file structures within the classes. A 'flat-file' is like a matrix or grid in that it attempts to coordinate two sets of classifications simultaneously, i.e., space and time. Dimensional files attempt to coordinate more than two classification schema - a task difficult in manual tools but relatively easy in electronic information systems.

1.33: **Selective Bibliographies**

There are partial listings where inclusion is controlled by a predetermined set of criteria such as subject scope, delimited coverage, and language; or relevance based on a critical appraisal but often subjective notions of significance, importance, siminality, 'coreness', etc., where completeness is not the goal so much as the consistent nature of the selection process. The previous ABH/AHA Committee recommended to AHA the production of a selective guide for an introduction to research aimed at the non-specialist entering as a novice into a developed specialty of historical studies. This requires formatting, classification, citation style, and linkage notation different from a selection tool for collection development or citation verification. The greater utility for one clientele decreases its usefulness for other purposes.

Selection also applies to indexing tools by determining which titles are to be analyzed and included in the project, and then what contents are deserving of extrapolation into the index. Inclusion and exclusion are exercised simultaneously in most bibliographies, although subordination is possible in indexing and the design of bibliographies. Examples include brief-listing rather than full-citation referencing titles not given high priority by whatever system is employed; in the case of the *AHR* content listing of *festschriften* and other collected works is relegated to a much lower priority than fully cited and reviewed simple- or joint-authored monographs, and editors are treated as less than secondary authors in toggling to titles for main entries. Article titles cannot be retrieved with the same ease as authors. Of course without cumulative indexing and online retrieval, *AHR* serve the profession as a viable bibliographic service even for the monographs it selectively reviews.

1.34: Retrospective Bibliographies

An accumulative bibliography usually uses defined subject criteria for scope, irrespective of currency, but some do place greater emphasis on more recent work on the assumption that they synthesize prior scholarship. In these tools coverage is weighted by time so coverage is more comprehensive and less selective on qualitative assessment for recent publications, and more selective and less comprehensive as publication dates age. As these tools are periodically updated, titles in previous compilations are selectively retained, and new titles replace purged ones. Consequently editions in a series of retrospective bibliographies supersede each other but do not replace each other; for full utility all editions must be held as sets. Usually full citations are provided with title changes for series and re-editions are referenced to preceding compilations.

1.35: Current Coverage Services

These are usually annual cumulations with a predetermined coverage, with full citations, forming sets wherein each volume progresses year by year, and which sometimes have 5-year cumulative indexes serving as shortcuts when an entire set is searched. Timeliness is the essence in the production of such tools, that is a thorough sweep of a predetermined population, eg., types of publications (books, monographs) and/or articles in every issue for one year's volume, for every title covered by the tool. Current services seldom attempt comprehensive coverage because of the trade-off values of thoroughness and time.

Current-awareness services are often tools catering to a more specialized clientele with a more rigorous control of inclusion, and emphases on currency. These are often monthly or quarterly issues in an annual accumulation, which sometimes are incomplete in their timely issues but attempt to be complete in their annual volumes. Hence the annually bound accumulation replaces the separate issues. The substitution routine is costly for manual tools, but is more cost-effective on updateable electronic formats. Sometimes citations in fascicles are abbreviated and the full citation appears only on the more highly edited annual cumulation. Library serial subscriptions sometimes acquire paperback issues that are discarded when an annual cumulated hardback volume arrives. Such services attempt to provide current-awareness coverage and convert this into a viable retrospective tool.

1.36: Citation Tracing

These reference systems are neither comprehensive nor internally selective, such tools turn notes and bibliograhic citations in publications into tracings so that selection by other authors who use a work and cite it also determine its retrievability in a citation index system. The greater the number of citations, the longer the citation process lasts, and the breadth of sources for the citations suggests the relative importance of a work or they chart its influence and place a work in the context of associated scholarly publication. Mainstreamed work can be retrieved in these tools, but not unique items, and citation patterns may be influenced by factors other than qualitative assessment such as marketing or citation frequency depends on appearance in core journals reaching the greatest readership. Statistical inference based on citation searching is often problematic. However, tracing citations is a common method of document identification and retrieval in historical studies. If one reads a book germane to one's topic, its references are valued as relevant and useful for retrospective searching. However much historians follow citations by their predecessors in finding their materials, they tend not to use formal citation indexing in their work, but instead they rely on tradition and tracking governed by social contact, reading habits, and collegial reference.

1.4: Access to Serial Publications

Monographic literatures are best searched now through comprehensive library catalogs rather than bibliographies or reviews, especially when main entries (author, corporate authors, and title) are known; subject access is still problematic for precision in retrieval and not all online public-access catalogs have full subject retrieval available. Moreover, catalog retrieval is limited to actual holdings; comprehensive bibliographic coverage should exhaust all possibilities. These limitations underlie the recommendation of a select guide to be updated periodically (i.e., every five years) and remember that even then, there are no serialized bibliographies of history that update monographic publications annually. Instead, annual bibliographies, including AHA's *RPA* and *WAH*, aim at controlling periodical literature on an annual basis. In popular usage the term 'bibliography' often refers only to books, while 'index' refers to citations of the articles in periodicals. 'Bibliographic control' in the information profession imbraces all formats, indexes, catalogs, and bibliographies. The dichotomy of monographs and serials or more popularly, books, and periodicals, tends to omit a varity of formats; especially when limiting 'book' to a single-authored monograph and when distinguishing between author and editor, so overemphasizing the first that the latter's work is treated as more compilation.

Hence, as in the case of *AHR* collections in monographic form are brief-listed only with their table of contents, but the articles themselves are not retrievable by author or article title, only by editor and book title. These may not be indexed in any bibliographic tool and thus require special format retrospective bibliographies. The same is true for extended, signed articles in reference tools such as guides, handbooks, encyclopedias, etc., even when they are serialized. Non-print media are almost always excluded. Again, few bibliographies and indexes for any field are genuinely comprehensive.

1.41: Indexes

Because of the common book index many people assume that an index points to content within a text, and they commonly think of indexes by name, title, or subject. A bibliographic index is a pointer to discreet texts within an ongoing series of texts, as in the case of periodicals. A table of contents by author and title of a single periodical can be transformed into an index by taking the author's name and creating a formal entry of it by placing surname first and standardizing the rest into a form or syntax, followed by the transcription of the title and the locator data of journal title, volume and issue numbers and pagination, i.e., the standard bibliographic citation. This citation when merged with others becomes cumulative for a predetermined series, e.g., one year's publication. When re-ordered alphabetically one has an index of bibliographic citations locating all articles in an annual series of issues called a volume. Title entry is created by reversing author and title fields, usually alphabetized by first keyword.

Such manipulation of author and title entries produces rudimentary indexes to texts treated as analogs. But indexing is a powerful tool parallel to digitization in that analogs can be broken down into minute data elements and collated by word matches in full-text retrieval or in precoordinated indexes. The aim at concept indexing by using synonyms and self-referencing systems to a preferred term, (i.e., 'see' references) and subordination of the alternatives, or create a synonomy of like references with 'see also' directories. In very large databases indexes are empowered with greater collating authority by standardizing the terms into an index language - a preferred or control vocabulary, a hierarchy of terms following these pre-established preferences, a syntax and complete grammar for ordering terms in elements, strings, and headings. When totally governed by an external authority, such tools are called thesauri - descriptors to be used in an index language to convey prescribed meaning, regardless of the language of the original language. In employing such tools indexes translate between a descriptive language, especially in History, to limit artificially the terms that will retrieve all relevant information. Such information retrieval is far more powerful than mere word-matching as in term collation in full-text searching. Retrieval of terms is different from the retrieval of information. Indexes of words lifted from texts are very different from those governed by thesauri and indexing languages. But there is a high price for the power of full-subject and concept indexes; they are labor intensive and require labor of high technical skill, language docility, and expertise in the subject matter.

Most manual indexes are pre-coordinated; that is the term matching has been done by an indexer when the retrieval apparatus is built. A searcher can use such an index only to find information adequately described by the selection of index terms provided, their cross-references, and their manipulation before the index is set. The whole index is one set. Their points of access can be multiplied by such processes as permutation or notation of terms (which may alter meaning, as in 'American History' = 'History of America' which requires translation to 'History of the United States of America' for American usage); and rotation of terms in phrases or compounded strings (e.g., early American colonial history in the revolutionary period:

American History - Colonies - Revolutionary War period =
History, American - Colonies - Revolutionary War - 1775-1783;
Colonies - History, American - Revolutionary War - 1775-1783;
Revolutionary War - History, American - Colonies - 1775-1783;
History, American - Colonies - Revolutionary War - 1775-1783.

To enter the index at one desired point, with the qualifiers in tact, the setting must be altered and entered into the index four different times. In electronic indexing indexers can set up systems that leave term coordination to the user who can create sets from different combinations of terms, often by employing Boolian logic and the algebraic operators of 'and' to combine, 'not' to exclude, and 'or' to create synonymies. In the foregoing example the same terms would be entered only once with references to location of text, and the string would be formed by the searcher who would control the narrowing and broadening of term and the search. If terms can be searched in separate or combined elements of a citation, subjects tracings and titles, for example, the power of the retrieval is enhanced accordingly, as it is when an abstract is also searched for the same terms in an index with an abstract which alternates terms. Thus links in the index reveal likely terms in the abstract to guide a search deeper into the database for greater precision or alternatively by casting a larger net to cover more territory.

The most limited document retrieval in traditional tools is author searching which requires no index but only a formalized, alphabetic bibliography. Subsequent retrieval is enhanced by adding alternatives such as a title index, subject index, including content names indexed, references in the index, authority control for standardization and systematic retrieval and then for conceptual classification under key words, greater control in structure, etc. The single file access of the simple bibliography is thus converted to a flat-file for dual-direction in the approach to a search, and then dimensions are added as the information retrieval system is developed. In addition to term searching one can advance to strings, sets, and truncations to pull word clusters together. Today with hypermedia, parallel processing, decision support systems governing prepackaged search strategies, very large databases in compact, high-density storage, can be searched at high speeds in a variety of ways simultaneously - retrieving image, voice, text, document, or nearly whatever one wants. Once users become sophisticated in searching and accustomed to ample supplies of information, they generally do not want to go back to simple manual systems.

Whereas Boolean logic now governs common electronic indexes, Boolean searches can be refined by creating sets of retrieval terms and then by comparing sets. Thus simple Boolean operations are often combined with set theory. More progressive index and bibliographic databanks are now mounting front-end decision support systems and so-called 'expert systems' applying programs developed within the broad framework of Artificial Intelligence. Such systems 'learn' by comparing searches judged by users to be successful, to form models, paradigms, and pre-packaged search routines that take advantage of previous experience.

History in the United States can point to little development in this area for the discipline, but German historical schools are developing such systems to search databases of primary documentation; and social science data archives are turning to such systems. By comparison, History as a discipline and profession in the United States is far from progressive in the application of information science or systems developed for other fields to historical material or the bibliographic control of the literatures of History. This situation must improve and AHA must become a catalyst for such change or it will fail the profession miserably. Reconsideration of its bibliographic services is the first step in the right direction toward a more progressive future.

Appendix II

RPA, *WAH*, and the *Guide to Historical Literature*

The foregoing background and appended survey of options, both in types of bibliographic tools and in scope of program and intensity of endeavor, clearly indicate that *RPA* and *WAH* as continuing bibliographic services should not be considered separately from the *Guide*. The ABH committee formulated recommendations for the *Guide* previously, but this report should take into account the future of *RPA* and *WAH* in relation to the *Guide* project.

The AHA *Guide to Historical Literature*

The Research Division is to be commended for initiating action within AHA to redo the Association's long outdated *Guide*. Of the options recommended by the ABH committee, the Research Division decided to publish a select guide to monographic literature, including several serial titles, and very selective article citations, with section bibliographers working under a guide editor, prepared by recognized authorities in each subject-area, aimed at a non-specialist audience and for general reference use. The section bibliographers were to each acquire a personal computer and a copy of Personal Bibliographic Systems (PBS) software. Citations were to be entered into PBS and arranged by a prescribed format, then sent to the editorial office for collation with other sections and final review. Design, production, and marketing were left to the publisher, presumably Oxford University Press.

The project as envisioned by the AHA *Guide* proposal authors was perceived as a one-time, one-product affair; as such its cost projections are high, and cardinal issues such as authority control, selection criteria, indexing, and the relation of the *Guide* to other tools, have been without adequate attention. Several key points raised by the ABH report were left unresolved, but the editorial team assembled, replete with accomplished historians and subject specialists, can include information professionals to advise the editor about format, layout, coding, indexing, etc., which could save the *Guide* from post-publication criticism from users other than historians, i.e., reference librarians and archivists who would have significant impact on its marketing, sales, and actual use.

While it is not the primary charge of this committee to review the *Guide* proposal or the preliminary arrangements for an editorial team, it is within this report's scope to suggest the following considerations to insure congruence between the *Guide* and RPA/WAH:

1. Appoint to the editorial board (1) an information professional trained in bibliography, indexing, and reference techniques, in addition to (2) a technical advisor on computer hardware and software.

2. Prepare pilot formats and the overall taxonomy for the *Guide* and before committing to a layout design, coding or indexing, and arrangement, conduct a study to gain user feedback and criticism that would assist design decisions. These should not be left to the publisher alone.

3. Insure that the taxonomies of the *Guide* and the update bibliographies are congruent and that their indexing and headings are co-terminus and use the same syntax. Their format and design, from page layout to cover art, and their typographic coding, should be coordinated.

4. Prepare specifications on size, layout, scope, time-table, material and structure quality standards, and financial arrangements, etc., to solicit quotes and critiques from publishers interested in the *Guide*, to keep the process open. Then prepare a bid for a continuing open, competitive, and fair process befitting a prestigious professional association. A legitimate criterion should be the contextual issue, that is placing the *Guide* with a publisher able to relate it to ongoing bibliographic works and to do periodic updates. It would be ideal if *RPA* (*WPA* and other derivatives) and a *Guide* series were placed with one publisher and marketed as a set or components of a whole information service.

5. Capitalize on the production aspects of the *Guide* project coordinated with other AHA-sponsored bibliographic tools: shared equipment, avoidance of redundant work, advantage of established communications, consistency in editorial styles and the development of authority control, etc. Cost distribution over two projects makes each more cost effective; coordinated marketing and distribution will facilitate sales of each product.

Appendix III: Discussion of RPA/WAH at AHA Conference 1988

TITLE OF SESSION: RECONCEIVING "RECENTLY PUBLISHED ARTICLES"

PARTICIPANTS: Chair: Sally Moffitt, University of Cincinnati Libraries
Panel: David Zdenek, Wilson Center, Smithsonian Institution
Robert Schnucker, Northeast Missouri State University *
John Attig, Penn State University
* Unable to attend, paper read by chair

SUMMARY OF PAPERS: David Zdeněk presented a statistical analysis of RPA which found that RPA excelled all other "global" bibliographies in currency and in total number of entries. RPA's coverage of geographic regions is significantly unbalanced, however. While coverage of Africa is generally excellent (20.02% of all citations in 1988), other areas are given short shrift (e.g. Near East 1.01%), or are disproportionately represented in relation to other areas (e.g. modern France, 9.00%; Spain and Portugal, 1.00%).

Wide variation is found within the sections as to the percentage of articles cited in English and in non-English. At its most extreme, the U.S. section is almost entirely derived from English language sources (99.68% of the 3,500 entries in 1988). Better balance is found in the Soviet Union section where, for example, the Spring and Summer 1988 issues contain 32.49% English and 53.53% Russian entries. Furthermore, RPA is inconsistent in citing titles in foreign languages. Some are given only in translation, while others are cited in the original. Scholars would be better served if all citations were in the original, with an additional English translation for less widely known languages. Consistency should also be introduced in the abbreviations used for journal titles.

Geographical arrangement impedes use of RPA for topical studies which cut across national boundaries. Introduction of subgroupings and a topical index would be useful, while numbering entries would also facilitate cross referencing.

*Robert Schnucker called for greater cooperation between RPA and ABC-Clio, especially in the area of data collection and data distribution. In particular, Schnucker suggested that economies in production could be made by direct entry of pre-publication data into a computer, by electronic transfer of information, by distributing to libraries and institutions in CDRom format or online, and by making computer disks available for purchase by the individual historian.

Mr. Schnucker also called for greater coverage of interdisciplinary journals, and for making the entire publication easier to use by providing subject indexing.

John Attig summarized the draft report of the ABH/AHA Task Force on RPA/WAH. The Task Force calls for a needs-assessment survey of historians, as well as an investigation of the language of history, with a view toward possible subject indexing. Both RPA and WAH should be considered within the context of also producing a new edition of GUIDE TO HISTORICAL LITERATURE.

To reduce inconsistent coverage and to continue its current awareness value, a listing of core journals to be indexed by RPA should be developed. This would not preclude selective coverage of additional journals. Each issue of RPA should guarantee to be a listing of all articles published between the last issued RPA number. Consideration should be given to listing the contents of collected essays and *festschriften*. Standardization of usage for authors' names should be established, as should the abbreviations used for journal titles.

Considerable thought should be given to creating an online database for RPA, perhaps through cooperation with a commercial publisher, as well as to creating inexpensive print-outs of specific sections for the use of individual historians.

DISCUSSION: Lively discussion followed indicating great interest in RPA and in suggestions for its improvement. There was general agreement that RPA's strength is its timeliness, and that this should remain so. RPA provides unique services that current online databases do not, specifically, coverage of ancient and medieval periods, local history, and languages. Significant interest was expressed in extending coverage of all its sections to the same degree and level as the African section; in production of a topical index by keyword and a title index, so long as the major effort this requires will not result in a less timely publication; and in exploring new delivery systems. A survey of who is using RPA and how was likewise thought useful. A representative from ABC-Clio expressed interest in cooperating with publication of RPA.

ABC-CLIO

18 November 1988

Lawrence J. McCrank, Dean
AUM Library
Auburn University at Montgomery
Montgomery, AL 36193

Dear Dean McCrank:

Please find enclosed a brief report on the comparison of the lists of periodicals for RPA and ABC-CLIO's serial bibliographies, AMERICA: HISTORY AND LIFE and HISTORICAL ABSTRACTS.

I have also enclosed three IBM formatted floppy disks, each containing a single file. File RPALIST.01 includes journal titles that appear in the RPA list but not on the list of periodicals for HISTORICAL ABSTRACTS and AMERICA: HISTORY AND LIFE (a hard copy is enclosed). File OVERLAP.01 includes titles that appear on both lists (hard copy enclosed). File REPORT.TXT contains the original RPA data from which the other files were derived: this is the diskette you sent us earlier this year.

I understand that the AHA is seriously interested in the possibility of publishing RPA through a copublication arrangement with a publisher in the private sector. If this is the case, ABC-CLIO would be most interested in submitting a proposal. We are confident that we could provide the necessary editorial, production, and marketing expertise for such a venture, as well as a financial structure of benefit to the AHA.

If ABC-CLIO can be of any service, please do not hesitate to contact me.

Sincerely,

Jeffery B. Serena
Managing Editor, Serials

P.O. Box 4397, Santa Barbara, CA 93140-4397
Offices: 2040 Alameda Padre Serra, Santa Barbara, CA 93103
Telephone: 805-963-4221 Electronic Mail: Dialcom IIA021 SAN 301-5467

APPENDIX IV

17 November 1988

Comparing the List of Periodicals Covered by RECENTLY PUBLISHED ARTICLES with the List of Periodicals Covered by HISTORICAL ABSTRACTS and AMERICA: HISTORY AND LIFE

1. Background

Dr. Lawrence J. McCrank, chair of the ABH-AHA Committee on RECENTLY PUBLISHED ARTICLES (RPA), requested that ABC-CLIO compare the list of periodicals covered by RPA with the list of periodicals covered by ABC-CLIO's bibliographic serials, HISTORICAL ABSTRACTS (HA) and AMERICA: HISTORY AND LIFE (AHL). Dr. McCrank provided for this purpose a machine-readable list of periodicals prepared by Ms. Cecelia J. Dadian, managing editor of RPA. The first step was to determine which journals on the RPA list do not appear on the HA/AHL list and to identify the reasons for these differences. Results are presented below. The natural second step, to examine those journals that appear on the HA/AHL list but not on the RPA list, has only been started, but will be the subject of a forthcoming memorandum.

2. Comparing the RPA and HA/AHL Lists of Periodicals

The RPA list, sent to ABC-CLIO as a single file in ASCII format, compiled journal titles from recent issues of RPA. The journal titles were in alphabetical order within RPA classification sections. The titles in the RPA list retained the abbreviations used in RPA, and also contained composition codes for creating printed diacritics and some special characters.

The following procedure was used to create a single alphabetical ordering of the journal titles in the RPA list for comparison with the HA/AHL list. First, the classification section codes were deleted from the file. The titles were then sorted in ascending alphabetical order using the Norton SORTF program, which keyed on the first 12 characters of each title. Duplicate titles were then deleted from the file using the word-processing functions of Microsoft Word, and the entire file was again sorted using SORTF. The more sophisticated Autosort function of Word, which employs longer sort keys, could not be used to sort the RPA list because the file size exceeded Autosort's maximum capacity.

It is noteworthy that the abbreviations and composition codes in the RPA list greatly modify the natural alphabetical order of the journal titles. In other words, the alphabetical order achieved is substantially different from the order in which the titles would have sorted had they been unabbreviated and without coded diacritics.

Initially, it was hoped that the edited and sorted RPA list could be compared directly with the machine-readable HA/AHL list by electronic means. This proved unfeasible, however, largely because the abbreviated forms of journal titles in the RPA list

could not be reconciled with the fully expanded forms used in the HA/AHL list without extensive programming. Some thought was given to creating a program to expand the RPA journal titles to match the HA/AHL titles, or to abbreviate the HA/AHL titles to match the RPA titles, but the inherent difficulties led us to conclude that the required level of effort was not justified by the potential result. The major difficulties were these:

a) Some abbreviations in the RPA list are used for more than one word. For example, the abbreviation "an." may mean analele, anales, anali, annalen, annals, annales, annali, annuaire, annual, anuario, and other terms. This is, of course, a time-tested and well-justified use of abbreviation, but it nevertheless will offend the literal sensibilities of an uneducated computer.

b) Some parts of speech, including most articles and prepositions and some conjunctions, are deleted from journal titles in the RPA list. A very sophisticated program would be required to reconstruct them.

c) Some of the RPA journal titles exclude subtitles that appear in the HA/AHL list. These could not be reconstructed automatically.

d) There is some variation in the application of RPA's rules of citation, and especially of abbreviation, to journal titles on its list. For example, L'HOMME appears as HOMME elsewhere on the list; ITAL. CONTEMP. (MILAN) also appears as ITALIA CONTEMP.; PROV. HIST. also appears as PROVENCE HIST. Such variation is to be expected; it is probably unavoidable. At ABC-CLIO, maintaining consistency in technical elements of style, even among a small group of uniformly trained editors in house, is a constant struggle attended by much frustration. Attempting consistency among a much larger group of independent and far-flung section editors is a daunting task, and it is an editorial wonder that the RPA staff have accomplished as much as they have in this area. Managing Editor Dadian, particularly, is due sincere congratulations and my most profound sympathies.

Discarding the possibility of an automated comparison of the RPA and HA/AHL lists of periodicals, a manual comparison was undertaken. A hard copy of the edited and sorted RPA list was compared directly to the most current HA/AHL comprehensive list, which includes all titles appearing in the HA and AHL databases through 1987, as well as journals picked up for 1988-89. Based on this comparison, the RPA list was divided into two files using the Windows feature of Microsoft Word. The first includes the journal titles on the RPA list that do not appear on the HA/AHL list (file RPALIST.01); the second includes the titles on the RPA list that also appear on the HA/AHL comprehensive list (file OVERLAP.01).

Please note that the manual process of comparing two lists in which journals appeared in different alphabetical positions, as

well as variations in journal titles and occasional ambiguities resulting from abbreviation, have almost certainly resulted in some errors of inclusion or omission.

3. Results and Analysis

The edited and sorted RPA list of periodicals includes 3,018 titles. Of these journals, 1,305 (43.2%) appear on the HA/AHL list, 1,713 (56.8%) do not. This difference between the two lists is largely due to two major factors: differences in the scope of the publications, and differences in the way journal articles are identified and selected for inclusion.

RPA casts an exceptionally wide net. It appears to take within its purview all of world history from early, protoliterate civilizations to the present day. Journals of national, regional, and local focus are included, as are journals of general historical content and many journals in related disciplines in the social sciences and humanities.

AHL is geographically much narrower, limited to the United States and Canada. Journal-selection criteria for AHL, however, are based on a very broad definition of history. Journals in anthropology, sociology, public policy, and other fields are freely included if they touch on historical matters with tolerable regularity.

HA covers the world excluding the United States and Canada, but is limited to modern history (post-1450). Journal selection is guided by a relatively narrow definition of the historical discipline. For the most part, the journals selected for HA are published by professional historians for professional historians. Consequently, most journals of local history, as well as professional journals in other fields, are deliberately excluded.

These differences in the intended scope of the publications account for much of the variation between the RPA and the HA/AHL lists of periodicals. Review of the RPALIST.01 file reveals that it is composed largely of journals that fall into five basic categories, listed below:

a) Contemporary area and development studies. Typical examples include:
   - AFRIQUE CONTEMP.
   - CONTEMP. S. E. ASIA
   - E. AFRIC. J. RURAL DEV.
   - THIRD WORLD PLANNING R.

b) Local history outside the United States and Canada, especially Western Europe. Examples:
   - A MOI AUVERGNE!
   - AN. SOC. AMIS VIEUX STRASBOURG
   - MITT. VER. GESCH. STADT N[UML]URNBERG
   - SOC. HIST. ARCH[ACU]EOL. DAMBACH-LA-VILLE

c) Ancient and medieval history, Old World archaeology, classical studies and philology. Examples:
   ACTA ARCHAEOL. (BUDAPEST)
   CLASS. PHILOL.
   MEDIEVALIA
   STUD. ITAL. FILOL. CLASS.

d) Social sciences, politics, and law, especially outside the United States and Canada. Examples:
   CHINESE LAW & GOVT.
   INDONESIAN J. GEOG.
   S. AFRIC. LABOUR BULL.
   SOCIOL. RURALIS

e) General humanities, including criticism, religious studies, and other disciplines, especially outside the United States and Canada. Examples:
   ESPRIT CR[ACU]EATEUR
   INT. FICTION R.
   MOD. LANG. STUD.
   THEOL. & PHIL.

In general, journals on the RPA list dedicated to modern history on the national and regional level are also on the HA/AHL list. There is similar overlap between the lists for US and Canadian journals of local history, as well as periodicals in the social sciences and humanities that regularly feature historical articles about the United States and Canada.

The RPA list includes some journals that at first glance seem out of place in a bibliography of history, such as BULL. NARCOTICS, CHILD ABUSE & NEGLECT, FOREST ECOLOGY MANAGEMENT, J. ORTHOPEDIC RES., N.Y. STATE J. MEDICINE, and many others. The presence of these titles in the RPA list points up a fundamental difference between RPA and the ABC-CLIO publications. The RPA section editors, unconstrained by a formal list of periodicals, can search for historical works in any published journal. This is both a great strength and a notable weakness of the RPA system. The strength is that the completeness of the bibliographical search for each section is ultimately limited only by the energy and resources of the editor. The weakness is that the actual breadth of coverage is never known; the absence of a journal article may indicate either that it had nothing of historical interest, or merely that it was not examined by the appropriate section editor.

HA and AHL, on the other hand, maintain bibliographic control strictly for those journals on the HA/AHL list of periodicals. The list changes, but the contents of the list for the entire history of HA and AHL can be determined with precision by the scholar, the librarian, and the bibliographer.

In content, RPA substantially overlaps four bibliographic serials in history: HA, AHL, ANNEE PHILOLOGIQUE (AP), and INTERNATIONAL MEDIEVAL BIBLIOGRAPHY (IMB). A brief comparison of appropriate sections of the unedited RPA list with the AP and IMB lists

suggests that virtually all of the relevant titles in RPA are covered by AP or IMB. The additional titles on the AP and IMB lists, as well as the large volume of entries published by both, suggests further that coverage of classical and medieval studies is more comprehensive in these specialized publications. At the same time, I suspect that the RPA editorial system results in the occasional discovery of articles intellectually appropriate for coverage in AP or IMB, but missed by those publications because they are published in journals that do not usually truck in classical or medieval studies.

Among the varied strengths of RPA, the most important may well lie not in its coverage but in its accessibility to individual historians. Of all the bibliographic services for the historical profession, only RPA can be priced for the individual. Although its modest pricing may require that the contents be accessed primarily by browsing the classification sections, the availability of a serial bibliography that can comfortably rest on the historian's bookshelf is a basic service to the profession.

Kraus International Publications
A Division of Kraus-Thomson Organization Limited

Date: July 20, 1988

From: Barry Katzen, Editorial Director
Kraus International Publications

To: Emiliana Noether and Lawrence J. McCrank,
Association for the Bibliography of History

Re: Co-publication of Recently Published Articles

The purpose of this proposal is to outline a co-publication arrangement between the American Historical Association (AHA) and Kraus International Publications for the editorial, production, and distribution aspects of AHA's periodical Recently Published Articles (RPA).

Editorial and Production

At present, RPA section editors compile citations for their sections and send the listings on slips to the AHA offices. These slips are then manually organized, edited, and prepared for publication.

Kraus proposes that each section editor prepare the section lists for each issue by keying into a personal computer. Each entry would have classification terms assigned to it, chosen from the subject scheme devised for that section. In this way, the section editor can input the entries in random order, rather than wait until all entries are accumulated and placed in the proper order.

Kraus would prepare the screen "templates" for the section editors, as well as a simple manual containing instructions on keying the entries. The keying can be done with a word processing program (such as WordPerfect) or with user-friendly data base management software. Attachment A is an example of a template used on another Kraus project, a quarterly bibliography produced in-house on the PC.

AHA would still be responsible for logging in journals and distributing them to section editors. Entries from the general content journals could be keyed in at AHA and sent to Kraus, or AHA could assign an outside editor to deal with this section.

When the editors have completed keyboarding the entries for their sections, the diskettes containing the entries would be sent directly to Kraus. Once all the articles are received at Kraus,

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we would merge them into our PC. Then, using a data-base format program, we would perform a subject sort by computer and number the sorted entries. The automated subject classification system allows an entry to appear under more than one subject subheading within a section, if appropriate. This system gives the user a more complete search in any particular subject area.

The program could also create an author index and a detailed subject index. If a subject index were to be created, the section editors would need to add index terms to each entry as part of their input procedure. A thesaurus of terms would be developed based on appropriate, currently existing social science thesauri, in consultation with the editorial board.

When the subject sort and formatting stage is completed, Kraus would send a printout (or laser proof) of each section to the appropriate editor and a full printout (or laser proof) of the text to AHA. The section editors would mark changes and corrections on the printouts and return them to Kraus. AHA would also check the entries and send corrections to us. Since the material is produced in-house, these changes are not considered "author alterations," and as such they would be done at no additional cost to the project.

Once all the corrections are received, Kraus would have the text typeset. Confirmation proofs would go to AHA and the series editors. After the proofs were checked, the issue would be printed.

Distribution

Kraus would ship the completed RPA issues to subscribers, and store the remaining issues in its warehouse. Subscribers would renew their subscriptions directly through Kraus, and new subscriptions would be initiated through Kraus. AHA would forward its subscriber list to Kraus, as well as any new subscriptions.

Kraus would pay to AHA a royalty based on net sales. (This would be the same royalty arrangement Kraus maintains with AHA for Writings on American History, the annual "spin-off" from RPA that Kraus has co-published with AHA since 1974.)

Marketing

RPA would be promoted through direct mail campaigns similar to those done for other Kraus publications. Attachments B and C are examples of direct mail promotion pieces produced recently. These mailings would be targeted at libraries, educational

institutions and individuals, both in the United States and abroad. Kraus has developed a wide international customer list and dealer contacts around the world. Special arrangements would be made with foreign book dealers for sales within their countries.

In addition, the periodical would be advertised in appropriate historical journals and library publications. RPA would be on display at all library and history conferences in the United States, with representation at foreign book shows as well.

A combination of these efforts will result in a significant increase in the subscription base for RPA.

Suggested Changes for RPA

1. The current subject classification of RPA contains many broad fields, resulting in large subject subsections with numerous entries. Such large sections are not particularly useful to the researcher. A similar problem affected the annual Writings until the 1986-87 issue, when the classification code was drastically revised to produce narrower classifications. The RPA section editors should be consulted for suggestions on creating a more detailed subject scheme for RPA, with more topical subheadings. With an automated system, entries could appear in more than one location within the section.

2. An author index would help users find articles by particular authors. A detailed subject index would supplement the new classification system. Both indexes are possible to produce if the original entries contain the necessary information.

Advantages of Co-publication with Kraus

1. One of AHA's major concerns over RPA is to increase the revenue in terms of the expenses. Under this proposal, AHA's expenses would drop in two ways:

   a. The in-house editorial time now spent at AHA on RPA would be decreased because AHA staff would only need to log in periodicals and check proofs for each issue.

   b. AHA would no longer have the expense of typesetting, printing, and binding. All subject arranging, indexing, typesetting, printing, binding, and distribution would be arranged and paid for by Kraus.

By co-publishing with Kraus, AHA's expenses would decrease significantly, yet the Association would still receive income in the form of royalties.

2. The improvements in classification and the addition of indexes will enhance RPA's value. An increase in the subscription price would then be appropriate; this would result in higher royalties for AHA.

3. The additional marketing expertise provided by Kraus would result in a larger number of subscriptions and a resultant larger royalty payment to AHA.

4. Automation of the editorial and production processes would allow for "spin-offs" on various topics, such as Hispanic history, the Second World War, and other selected areas of modern European history. The co-publication plan would produce additional products and additional revenue for AHA. These new products could be used as the basis for annual publications similar to Writings on American History.

Kraus International Publications

Kraus has had many years of experience in publishing computer-generated bibliographies. Some examples are as follows:

a. The 10-volume Writings on American History, 1962-1973: A Subject Bibliography of Books and Monographs, which was co-published with AHA. This reference work contains 88,000 entries that were all input in random order. Each entry contained subject classification information and index terms; the computer arranged the entries, compiled the indexes, and typeset the text.

b. Kermit Hall's 5-volume Comprehensive Bibliography of American Consitutional and Legal History, 1896-1979; the computer arranged the entries into a complicated subject classification and then compiled an author index and detailed subject index. The first update supplement is now in process, using PC technology.

c. International Bibliography: Publications of Intergovernmental Organizations. This is a quarterly, annotated bibliography with the text produced completely in-house. Entries are input on a PC screen template, complete with a two-level subject classification and terms for three indexes. A program on an in-house PC organizes and numbers the entries, places the entries in the proper format, and

creates all the indexes. (Attachment A is one of the screen templates for this project.) A similar in-house PC system would be designed for RPA.

In addition to Kraus' co-publication experience with AHA, we have produced many reference works in cooperation with other scholarly and research institutions. Some examples are the on-going microfilm project, The Papers of John Peabody Harrington in the Smithsonian Institution, 1907-1957, a 10-part series co-published with the Smithsonian Institution's National Museum of Natural History; Linda Blandford and Patricia Evans, Supreme Court of the United States, 1789-1980: An Index to Opinions Arranged by Justice, sponsored by The Supreme Court Historical Society (the first supplement, covering 1981-1986, is now in process); The Print Index to Oeuvre-Catalogues of Prints by European and American Artists, produced under the sponsorship of the Print Council of America; and Writer's Program. New York, The Film Index: A Bibliography, a three-volume historical work published with the Museum of Modern Art.

Kraus has worked with AHA since 1974, first by assuming publication of the annual Writings on American History, then with the two-volume Writings on American History 1961, the four-volume Writings on American History, 1962-1973: A Subject Bibliography of Articles, and the abovementioned 10-volume set, Writings on American History, 1962-1973: A Subject Bibliography of Books and Monographs. With these publications, Kraus was able to bring the AHA Writings series up to date, and we and AHA have kept the series on schedule for fourteen years.

Since Kraus is so familiar with the AHA style of bibliography, the changeover from AHA production of RPA to in-house production at Kraus would have a minimal effect on the periodical's scheduling. We are already producing one AHA annual publication, and our in-house staff is well under way with the production of the quarterly International Bibliography. The production of RPA would easily fit into this flow.

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